



Person Specification			
Post title	Youth Offending Service Case Manager	Grade / Salary	<p>ASYE/AYIP - Pay Band J / 34,834 per annum Qualified - Pay Band J / £34,834 - £36,648 per annum</p> <p>Experienced - Pay Band L / £40,221 - £41,418 per annum</p> <p>Following successful progression under Knowsley YOS/Social Work Progression Framework</p>

*** * * This post is exempt from the provisions of the Rehabilitation of Offenders Act – applicants must disclose all criminal convictions including those which are ‘spent’, in addition to any cautions and bindover orders received in the last 12 months * * ***

To be successful in this role you will need to demonstrate how you meet the criteria below at application & interview stage.

Shortlisting Number	Criteria	Method of assessment
Skills, knowledge, experience		
S1	Understanding of and ability to embrace the ‘Key Qualities’ of KMBC and the Vision Statement of Knowsley Youth Offending Service.	CV, I, E
S2	To have substantial experience in working with challenging children and their families.	CV, I, E
S3	Practice knowledge and understanding of current Children’s & Youth Justice legislation	CV, I, E
S4	An understanding of child development, the impact of adverse childhood experiences on factors that lead children to become involved in offending.	CV, I, E

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S5	Ability to produce accurate & timely written records & reports.	CV, I
S6	Skills in assessment, planning and interventions, including trauma led delivery of offending behaviour interventions.	CV, I, E
S7	An understanding of and commitment to Restorative Practice and its application with children.	CV, I, E
S8	Good communication skills and the ability to work positively with others in a multi-agency Team.	CV, I
S9	Ability to assess and manage the 3 domains of risk in relation to public protection and safeguarding.	CV, I
Personal attributes and circumstances		
P1	You must adhere to the “Knowsley Better Together” staff qualities; Integrity, Accountability, Communication and Respect	I
P2	Commitment to working according to the objectives of the Youth Justice System such as Youth Justice Board Case Management Guidelines, National/Local Standards and Inspectorate Standards	CV, I, E
P3	The ability to work evenings and weekends to meet the needs of the service	CV, I
P4	Show a demonstrable commitment to good practice in equality and diversity, with knowledge of how children within the criminal justice system can be discriminated against	CV, I, E
P5	Full Driving Licence and access to a car to enable travel as and when required or equivalent mobility	CV
Communication		
C1	A demonstrable willingness to share information and work with other people, including the ability to listen, communicate with and understand others, taking account of other people’s points of view.	CV, I
Qualifications		
Q1	Professional qualification in Social Work (DipSW/BA/MA) or Probation Studies (Diploma) OR Equivalent degree level qualification in Psychology, Criminology, Youth Justice, Youth Work, Community Justice, Education, Health.	CV, I, C
Q2	Youth Justice Effective Practice Certificate (or agreement to complete within 12 months of appointment dependent on experience).	CV, I, C

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Q3	If Social Work qualified, registration with Social Work England (SWE)	CV, I, C
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A = Application form **C** = Certificate **E** = Exercise **I** = Interview **P** = Presentation **AC** = Assessment Centre **T** = Test

Where the post involves working with children, in addition to a candidate's ability to perform the duties of the post, the interview will also explore issues relating to safeguarding and promoting the welfare of children, including:

- **Motivation to work with children and young people.**
- **Ability to form and maintain appropriate relationships and personal boundaries with children and young people.**
- **Emotional resilience in working with challenging behaviours.**
- **Attitudes to use of authority and maintaining discipline**

We have a positive attitude to the employment of disabled people and guarantee an interview to those who meet **all** the necessary criteria of the person specification.

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