



Person Specification			
<b>Post title</b>	Youth Justice Officer	<b>Grade</b>	H / SCP 23 - 25

\* \* \* 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
<b>Skills, knowledge, experience</b>		
S1	Demonstrate experience of working with children and their families in Criminal Justice, Children’s Services, or other related field of work.	CV/SS, I
S2	Demonstrate an understanding of criminal justice and safeguarding legislation and how this may be applied to practice within a criminal justice setting.	CV/SS, I, E
S3	An understanding of child development, the impact of Adverse Childhood Experiences on factors that lead children to become involved in offending.	CV/SS, I, E
S4	Ability and skills to collaborate with YJS Multi-Agency colleagues to contribute to assessments, planning and delivery of interventions, including trauma led delivery of offending behaviour interventions.	CV/SS, I, E
S5	An understanding of and commitment to Restorative Justice and its application with children.	CV/SS, I, E
S6	Using positive verbal and non-verbal communication skills, demonstrate the ability to engage positively with a diverse audience including service users, adults, parents, professionals, placement providers	CV/SS, I, E
S7	Demonstrate a good command of written skills and the ability to use information technology sufficient to, for example, maintain records, prepare reports, correspondence, prepare plans.	CV/SS, I
S8	Demonstrate experience and/or ability of supervising sessional workers or volunteers during activities.	CV/SS, I

June 2024





S9	Demonstrate the ability to work collaboratively as part of a multi-disciplinary team to provide an integrated service.	CV/SS, I, E
S10	Provide evidence of a flexible approach to work by responding to the varied needs of the service: Ability to work some evenings and weekends.	CV/SS, I
S11	Evidence the knowledge and skills required to develop and deliver effective 1-1 and group work programmes and interventions.	CV/SS, I, E
S12	Ability to prioritise work to meet competing demands.	CV/SS, I, E
<b>Personal attributes and circumstances</b>		
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/SS, I
P3	Show a demonstrable commitment to good practice in equality and diversity, with knowledge of how children within the Youth Justice System can be discriminated against	CV/SS, I, E
P4	Current driving licence and use of vehicle, or equivalent mobility to travel when required	CV/SS
<b>Communication</b>		
C1	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/SS, I
<b>Qualifications</b>		
Q1	Educated to equivalent of 3 G.C.S.E Grade A to C	CV/SS, C

**CV/SS** = Curriculum Vitae/Supporting Statement **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:**

June 2024





- **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.

June 2024

