



Person Specification			
Post title	Youth Justice Service Case Manager	Grade / Salary	<p>ASYE/AYIP - Pay Band J / New SCP 26 [Fixed Term for 14 months] £36,124 per annum</p> <p>Qualified - Pay Band J / New SCP 27-28 / £37,035 - £37,938 per annum</p> <p>Experienced - Pay Band L – SCP 32-33 / £41,511 - £42,708</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
<b>Skills, knowledge, experience</b>		
S1	To have substantial experience in working with complex children families.	CV/SS / I
S2	Practice knowledge and understanding of current Children’s & Youth Justice legislation	CV/SS / I
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 to produce accurate & timely written records & reports.	CV/SS / I
S5	Skills in assessment, planning and interventions, including trauma led delivery of offending behaviour interventions.	CV/SS/ I / E
S6	An understanding of and commitment to Restorative Practice and its application with children.	CV/SS / I

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S7	Good communication skills and the ability to work positively with others in a multi-agency Team.	CV/SS / I / E
S8	Ability to assess and manage the 3 domains of risk in relation to public protection and safeguarding.	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	CV/SS / 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	The ability to work evenings and weekends to meet the needs of the service	CV/SS
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/SS
P5	Full Driving Licence and access to a car to enable travel as and when required	CV/SS
<b>Communication</b>		
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/SS
<b>Qualifications</b>		
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/SS
Q2	Youth Justice Effective Practice Certificate (or agreement to complete within 12 months of appointment dependent on experience).	CV/SS
Q3	If Social Work qualified, registration with Social Work England (SWE)	CV/SS

**CV/SS** = Curriculum Vitae/Supporting Statement **A** = Application Form **C** = Certificate **E** = Exercise **I** = Interview  
**P** = Presentation **AC** = Assessment Centre **T** = Test

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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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