



Person Specification			
Post title	Safeguarding and Quality Assurance Unit Service Manager	Grade	PMG2

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 bind over 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	Experience of managing and chairing complex Child Protection and Children Looked After reviews.	CV/SS/I/P
S2	Substantial experience of working with Children and Families within Children’s Social Care.	CV/SS/I/P
S3	Demonstrable experience of managing staff, budgets and physical resources	CV/SS/I/P
S4	Demonstrable experience and understanding of the safeguarding responsibilities of partner agencies	CV/SS/I/P
S5	Experience of working effectively with a range of safeguarding partners to deliver best outcomes for children and young people	CV/SS/I/P
S6	Experience of preparing for and contributing to external inspections, including Ofsted	CV/SS/I/P
S7	Ability to demonstrate effective leadership and management skills	CV/SS/I/P
S8	Ability to demonstrate excellent organisational skills in planning and organising own time and creating work schedules for self and others	CV/SS/I/P
S9	An ability to use performance management and quality assurance information to support and develop staff as well as ensure positive outcomes for children and young people	CV/SS/I/P
S10	Ability to apply solution focused approaches to problem solving and make decisions of a highly complex nature with consideration of associated risk factors	CV/SS/I/P

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S11	Ability to apply effective conflict resolution skills	CV/SS/I/P
S12	Ability to research, cascade and incorporate new guidance and procedure into work quickly but effectively	CV/SS/I/P
S13	Ability to meet the demands of the service and produce work to a high standard within set timescales	CV/SS/I/P
S14	Ability to demonstrate commitment to own professional development and that of other colleagues	CV/SS/I/P
S15	Proven political awareness along with negotiating, influencing and leadership skills	CV/SS/I/P
S16	Excellent presentation and communication skills, both verbal and written	CV/SS/I/P
S17	Knowledge of Statutory inspection frameworks and an ability to support and prepare staff during these inspections	CV/SS/I/P
S18	Knowledge of relevant legislation and guidance as is pertains to the role	CV/SS/I/P
S19	Knowledge and understanding of the changing initiatives locally and nationally relating to high quality Children's Services and an ability to intergrate these into developing practice	CV/SS/I/P
Personal attributes and circumstances		
P1	You must adhere to the "Knowsley Better Together" staff qualities; Integrity, Accountability, Communication and Respect	I
Qualifications		
Q1	Registered Social Worker	CV/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:

- **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**

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Knowsley Council

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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