



Person Specification			
Post title	Head of Safeguarding and Quality Assurance (12 months fixed term)	Grade	PMG5

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	Substantial experience and a strong record of achievement as a senior leader in a statutory agency delivering responsibilities for Children and Families Services. (preferably in local/or central government)	CV/SS, I
S2	Experience of working in a political organisation with the ability to deliver organisational priorities in a political setting	CV/SS, I
S3	Ability to lead, inspire and motivate others creating a culture of proactive service delivery and continuous improvement	CV/SS, I
S4	Advanced theoretical, practical and procedural knowledge across the relevant legislative and statutory frameworks that underpin social work practice	CV/SS, I
S5	Experience of successfully implementing strategies to improve services within the public sector	CV/SS, I
S6	Significant and in-depth experience of managing complex projects	CV/SS, I
S7	Significant experience of strategic financial management and successfully prioritising and targeting resources.	CV/SS, I
S8	Experience and ability to build effective working relationships with a wide range of stakeholders. Be able to negotiate, influence and give clear, persuasive advice to senior officers, Members, trade union representatives	CV/SS, I

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S9	Able to deliver and lead others under pressure, prioritising work against competing demands to meet deadlines	CV/SS, I
S10	Highly developed written and oral presentation skills with ability to present complex ideas in a clear and comprehensible way	CV/SS, I
Personal attributes and circumstances		
P1	You must adhere to the “Knowsley Better Together” staff qualities; Integrity, Accountability, Communication and Respect	I
P2	Flexible approach to working hours with the ability to occasionally work outside normal hours, to attend meetings inside and outside the Borough and undertake corporate work outside the scope of the main job responsibilities	CV//SS
P3	Ability to act as out of hours Senior Manager on the Emergency Duty Rota	CV//SS
P4	A demonstrable commitment to equality, diversity, and inclusion	CV//SS
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/SS, I
C2	Ability to communicate at times complex information clearly using simple, commonly accepted language	CV/SS, I
Qualifications		
Q1	Degree status	CV/C
Q2	CQSW / Dip SW / CSS / Social Work England Registered	CV/C
Q3	Membership of a relevant professional body/equivalent organisation	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:

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- **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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