



Person Specification			
<b>Post title</b>	Children's Services Team Manager	<b>Grade</b>	Q

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	Ability to illustrate understanding of general social work principles and knowledge, the role and function of a Social Worker in the field of child care.	CV/SS/I
S2	Be able to express an appreciation and understanding of current child care legislation, up to date research and its application to working practices.	CV/SS/I
S3	Be able to apply 1 and 2 into effective working practice.	CV/SS/I
S4	Ability to see / use advice and supervision appropriately.	I
S5	Evidence of experience of managing staff and resources including staff supervision.	CV/SS/I /E
S6	To have an understanding of the role of other agencies and work together in an effective manner, using your own initiative.	CV/SS/I
S7	Have the ability to manage time / self efficiently and effectively.	CV/SS/I
S8	Ability to write concise reports and maintain appropriate social work records.	CV/SS/I /E
S9	Ability to be able to understand and use performance management information to support the work of the team.	CV/SS/I /E
S10	Ability to deal with complaints in an effective manner.	E
S11	Ability to work co-operatively with colleagues and work on own initiative.	E
S12	Ability to effectively apply quality assurance processes and maintain the effectiveness of these.	E
S13	Ability to analyse information accurately and make judgements under pressure.	E

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S14	To chair meetings effectively and ensure productive outcomes / activities.	E
S15	Ability to oversee child protection enquiries, investigations and care planning and ensure best practice.	E
S16	Ability to understand and work within legal requirements, including statute and regulations, whilst present information within court, and support other staff to do so, as and when required.	E
S17	Able to provide clear leadership and direction and motivate others.	E
S18	Skills in budgetary management, business planning and the application of quality assurance processes.	E
S19	Skills in managing change and applying a systematic approach to prioritisation of tasks and problem solving.	E
S20	Substantial experience of the use of quality assurance tools and processes.	E
S21	Extensive experience of performance monitoring and management.	E
S22	Substantial and proven post-qualification experience and practice within an area of child and family services.	E
S23	Proven experience of managing and developing the delivery of quality services to children and their families within an environment of competing priorities and finite resources.	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	Demonstrate a commitment to improving services.	I
P3	Demonstrate a commitment to continuous learning and development.	I
P4	Demonstrate a commitment to working as part of a team in a flexible and responsible manner.	I
P5	Ability to facilitate training / ability to facilitate reflective group supervision sessions.	CV/SS/I I E
<b>Communication</b>		
C1	Be able to effectively communicate with other agencies and service users and be able to work in collaboration with each other, in both written and verbal communication	CV/SS/I
<b>Qualifications</b>		
Q1	CQSW / Dip SW / CSS.	CV/SS/ C

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Q2	Registration with HCPC.	CV/SS/ C
Q3	Management training or qualification or the ability to undertake this level of study.	Certificate
Q4	Practice Educators Award.	Certificate

**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**

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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