



Person Specification			
Post title	Shared Lives Worker- part time	Grade	H / £34,434 - £36,363 pro rata per annum

* * * 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	Ability to make and maintain appropriate and constructive relationships with service users, community partners, carers, professionals and other stakeholders	CV/SS, I
S2	Ability to ensure the physical, social and development needs of service users being met. This includes people with complex needs, learning disabilities, physical disabilities, dementia, low level mental health, transition from children’s services and individuals on the autistic spectrum	CV/SS, I
S3	Ability to identify service user needs, draw up, implement and review plans and translate them into achievable outcomes	CV/SS, I
S4	Accomplished in the basic use of Microsoft packages	CV/SS, I
S5	Willingness to attend homes of Shared Lives Carers to carry out support visits and reviews. The post attracts essential car user status to reclaim milage expenses.	CV/SS, I
S6	Ability to communicate effectively across all levels. This includes effective communication with service users, carers, colleagues and professionals in different settings, participating positively in team meetings, chairing meetings and contributing to case conferences and reviews	CV/SS, I
S7	Ability to maintaining concise and accurate records using the LAS system	CV/SS, I
S8	To be aware of issues with regards to equal opportunities and anti-discriminatory practice and to act accordingly	CV/SS, I
S9	Be prepared to attend relevant mandatory, and supplemental, training when required and in line with	CV/SS, I

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	recommended timescales for completion	
Personal attributes and circumstances		
P1	You must adhere to the “Knowsley Better Together” staff qualities; Integrity, Accountability, Communication and Respect	I
Communication		
C1	For customer facing roles only - the ability to speak fluent English	CV/SS, I
C2	See S6	CV/SS, I
Qualifications		
Q1	NVQ Level 3 in Health and Social Care (or equivalent) or be willing to work towards this	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:

- **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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