



Person Specification			
Post title	Adoption Support Team Manager	Grade	Q SCP 48-49

* * * 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

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 communicate clearly (oral and written) and to work in partnership with colleagues, other agencies, service users and carers.	CV/SS, I
S2	Knowledge of all relevant legislation, standards and guidance, in addition to other current issues in adoption	CV/SS, I
S3	Ability to prioritise complex work; utilise management information data; awareness of quality assurance framework and measures.	CV/SS, I
S4	Demonstrated ability to initiate and innovate in the development of practise	CV/SS, I
S5	Demonstrated commitment to anti-oppressive practice, both service delivery and staff management	CV/SS, I
S6	Supervision and staff development and performance management skills Management training including supervision	CV/SS, I
S7	Experience of working with commissioners to develop best value service provision	CV/SS, I
S8	Evidence of Leadership skills	CV/SS, I
S9	Evidence of making effective decisions	CV/SS, I
S10	Working within significant change programmes showing a willingness to be flexible in a changing environment	CV/SS, I

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S11	Substantial Adoption support experience	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
P2	Must have a full driving licence	CV
Communication		
C1	You must be fluent in English both oral and written	I
C2	Experience of leading team meetings, training events and presenting virtually and in person	CV/SS, I/P
C3	Strong written and verbal communication skills	CV/SS/I/P
Qualifications		
Q1	Must be a qualified and registered social worker with Social Work England eg DIPSW	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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