

## Person Specification

Candidates must address each point of the person specification and demonstrate in the supporting statement of their application, explaining clearly and with examples how they meet the criteria below.

Factor	Criteria	Essential/ Desirable	Method of Assessment*			
			A	D	I	E
Education / Experience	1. A professional qualification in advocacy, social care, counselling, youth work or other relevant field with at least 1 year direct practice experience  <b>N.B</b> Candidates without a relevant professional qualification but with relevant experience through voluntary work with Coram Voice, or <b>at least three years'</b> direct experience in social care, advice, counselling or youth work are encouraged to apply.	Essential	✓	✓	✓	
	2. Experience of working with children and young adults in care, at the edge of care or in treatment settings.	Desirable	✓		✓	✓
Knowledge/ Skills	3. Ability to listen to and communicate effectively with children, young people and others, using a range of tools and methods, including the professional representation of information.	Essential	✓	✓	✓	✓
	4. Knowledge and understanding of the principles of advocacy, the role and purpose of advocacy for children and young people.	Essential	✓	✓	✓	✓
	5. Ability to work with other agencies and professionals involved with children/young people to get their voice heard and uphold their rights.	Essential	✓	✓	✓	✓
	6. Knowledge and understanding of related legal and policy frameworks for children and young people and how this applies to the advocacy role.	Essential	✓	✓	✓	✓
	7. Ability to use Microsoft Office suite of applications Including Word and other case management systems.	Essential	✓	✓	✓	✓
	8. Knowledge and understanding of confidentiality and child & adult safeguarding procedures.	Essential	✓	✓	✓	✓
	9. Demonstrates a high standard of practice and quality in the delivery of services, with the ability to manage time effectively, to organise and set priorities for your own work.	Essential	✓	✓	✓	✓
Behaviour and Values	10. A commitment to the organisation and team working, demonstrating a high standard of practice and quality in the delivery of services.	Essential	✓		✓	
	11. Commitment to working and managing in line with Coram Voice's values and the ability to apply this in the role.	Essential	✓		✓	✓
	12. An awareness of and sensitivity to differences of care experience, race, culture, belief, class, gender, sexuality, and ability and commitment to anti-discriminatory practice with readiness to challenge discrimination on any grounds.	Essential	✓		✓	✓
Additional Information	13. Ability to travel widely across the service areas to meet demands of the provision. Some areas may include remote locations without easy access to public transport.	Essential	✓	✓	✓	
	14. Willing to undertake an enhanced criminal records check (DBS) Children & Adults (inc Barred list).	Essential	✓	✓	✓	

**\* Method of Assessment**

A = Application Form D = Documentary Evidence (e.g. Certificates/Portfolio) I = Interview (panel and/or young people) E = Exercise