

## 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 <b>more than three years'</b> direct experience in social care, advice, counselling or youth work will be considered.	Essential	✓	✓	✓	
	2. Experience of working with children and young adults in care, 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 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 work from home and have access to a motor vehicle, 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	✓	✓	✓	
	15. Willing to undertake a Warner type Interview.	Essential	✓		✓	

**\* Method of Assessment**

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