

Associate Advocate 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. N.B: Candidates without a relevant professional qualification but with more than three years' direct experience working with children and young people will be considered.	Essential	✓	✓	✓	
	2. Experience of working with children and young people in care, on the edges of care or in treatment settings.	Desirable	✓		✓	✓
	3. Experience of managing and prioritising a caseload, with the ability to manage your own time effectively, and to organise and set priorities for your own work.	Desirable	✓		✓	
Knowledge/ Skills	4. 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	✓		✓	✓
	5. Knowledge and understanding of the principles of advocacy, the role and purpose of advocacy for children and young people.	Essential	✓		✓	✓
	6. Knowledge and understanding of social care systems in the UK, and the issues facing children and young people in care or on the edges of care.	Essential	✓		✓	✓
	7. Knowledge of working with other agencies and professionals involved with children/young people to get their voice heard and uphold their rights.	Desirable	✓		✓	✓
	8. Knowledge and understanding of related legal and policy frameworks for children and young people, and how this applies to the advocacy role.	Desirable	✓		✓	✓
	9. Ability to use Microsoft Office suite of applications Including Word and other case management systems.	Essential	✓		✓	✓
	10. Knowledge and understanding of confidentiality, and child & adult safeguarding procedures.	Essential	✓	✓	✓	✓
	11. Ability to work independently.	Essential	✓		✓	✓
Behaviour/ Values	12. A commitment to and understanding of the importance of high quality practice in the delivery of services.	Essential	✓		✓	✓
	13. A commitment to the organisation and team working, including a commitment to working in line with Coram Voice's values.	Essential	✓		✓	✓
	14. An awareness of, and sensitivity to, differences of race, culture, belief, class, gender, sexuality, and commitment to anti-discriminatory practice with readiness to challenge discrimination.	Essential	✓		✓	✓
Additional Information	15. Ability to work from home and to travel across service areas to meet the needs of young people with whom you are working.	Essential	✓		✓	
	16. Access to a motor vehicle, and willingness to drive when needed.	Desirable			✓	
	17. Willing to undertake an enhanced DBS check and Warner interview.	Essential		✓	✓	

*** Method of Assessment**

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