

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 another relevant field with at least 1 year's direct practice experience. N.B. Candidates without a relevant qualification but with more than three years' direct experience working with children and young people will be considered.	Essential	✓	✓	✓	
	2. Experience of working directly with children and young people, particularly those in care, on the edges of care or in other vulnerable circumstances..	Essential	✓		✓	✓
	3. Experience of managing and prioritising your own workload and caseload effectively.	Essential	✓		✓	
Knowledge/ Skills	4. Ability to listen and communicate effectively with children, young people and professionals, using a range of communication methods and tools, including professional representation of information.	Essential	✓		✓	✓
	5. Ability to adapt communication and advocacy approaches to meet a wide range of communication needs, abilities and preferences.	Essential	✓		✓	✓
	6. Knowledge and understanding of the principles, purpose and role of independent advocacy for children and young people.	Essential	✓		✓	✓
	7. Knowledge and understanding of social care systems and the issues affecting children and young people in care or on the edges of care.	Essential	✓		✓	✓
	8. Experience of working with other agencies and professionals to ensure children and young people's voices are heard and their rights upheld.	Desirable	✓		✓	✓
	9. Knowledge and understanding of relevant legal and policy frameworks for children and young people and their application to advocacy.	Desirable	✓		✓	✓
	10. Ability to use Microsoft Office and relevant case management systems.	Essential	✓		✓	✓
	11. Knowledge and understanding of confidentiality, data protection and safeguarding procedures.	Essential	✓	✓	✓	✓
Behaviour/ Values	12. Ability to work independently, maintain professional boundaries and manage professional responsibilities effectively.	Essential	✓		✓	✓
	13. Commitment to high-quality, child-led and rights-based advocacy practice.	Essential	✓		✓	✓
	14. Commitment to equality, diversity and inclusion, with awareness of and sensitivity to differences in identity, culture, belief, class, gender and sexuality, and a willingness to challenge discrimination.	Essential	✓		✓	✓
Additional Information	15. Commitment to Coram Voice's values and professional standards..	Essential	✓		✓	✓
	16. Ability to work from home and travel across the service area to meet the needs of children and young people.	Essential	✓		✓	

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	17. Willingness to undertake an enhanced DBS check and any required safeguarding or other pre-engagement checks.	Essential		✓	✓	
	18. Ability to undertake required Coram Voice training, including Advocacy in Action, safeguarding and equality, diversity and inclusion.	Essential	✓		✓	
	19. Appropriate arrangements for self-employed professional practice, including relevant insurance and secure equipment.	Essential	✓		✓	
	20. Ability to identify and declare any actual or potential conflicts of interest.	Essential	✓		✓	

*** Method of Assessment**

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