

Person Specification

Community Development Coordinator Person Specification		
Factor	Essential/ Desirable	When Assessed Application form (AF) Interview (I) Skills Test (ST)
Qualifications		
Qualification relevant to Advocacy/ Community Work/ social work	D	AF/I
Experience		
Experience of or working with vulnerable people	D	AF/I
Experience of delivering advocacy	D	AF/I
Working in the Charity sector	E	AF/I
Experience of representing an organisation in the community	D	AF/I
Knowledge		
An understanding of delivering services in Community settings and liaising with professionals	E	AF/I
An understanding of the issues affecting adult social care/mental health service users	D	AF/I
Understanding of safeguarding in relation the people we work with	E	AF/I
Understanding of the social values and benefits to both the individual and communities	D	I
Skills and Abilities		
Experience of advocacy/ community work	D	AF/I
Excellent communication skills	E	I/ST
Strong relationship builder	E	I/ST
Proven time management skills	E	I/ST

IT skills	E	I/ST
Have a creative approach to problem-solving and finding solutions to issues that arise	D	I/ST
Ability to work effectively with a broad range of people	E	AF/I
Personal Qualities/Style		
Commitment to equality and diversity	E	I
Enthusiastic and engaging	E	I
Self-motivated	E	I
Positive 'can do' attitude	E	I
Motivation		
To strengthen voice, champion rights and change lives	E	ALL
A 'champion for change'	E	ALL
Additional Requirements		
Full, clean driving licence and access to own vehicle	E	AF
Satisfactory enhanced level DBS Criminal Record Check	E	AF/I

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