

Home-Start Haringey, Hackney and Waltham Forest is committed to safer recruitment practice as an important part of safeguarding and protecting children and vulnerable adults

## Person Specification – Home-Start Haringey, Hackney and Waltham Forest - Dad Matters Co-ordinator

Essential and desirable skills, abilities, experience, knowledge and special requirements for the post of Dad Matters Co-ordinator

This form also indicates how the different requirements may be assessed during the selection process:

A = Application Form, I = Interview, E = Exercise

Person Specification – Dad Matters Co-ordinator			
ESSENTIAL	Method of Assessment		
	A	I	E
<b>Education and qualifications</b>			
1 - Relevant standard of education	x		
<b>Employment History</b>			
2 - Relevant previous or current employment, experience or voluntary work	x		
<b>Support to Dads</b>			
3 - Understanding of the needs of families with young children/infants	x	x	
4 - Knowledge of the impact that poor mental health can have for dads during the perinatal period	x	x	x
5 - Knowledge of early attachment and of the impact of parental mental health issues on the parent’s relationship with their baby	x	x	x
6 - Experience of the barriers and challenges faced by men when they become parents	x	x	x
7 - Understanding of safeguarding issues	x	x	
8 - Knowledge of current legislation and policies relating to children and families	x		
9 - Ability to facilitate groups	x	x	
10 - Ability to engage with and consult fathers from a range of backgrounds	x	x	x
11 - Ability to use social media effectively and responsibly	x	x	
12 - Ability to develop supportive relationships with dads		x	

Home-Start Haringey Hackney and Waltham Forest  
100 Tower Gardens Road  
London  
N17 7QA  
info@hshhandwf.org  
www.hshhandwf.org  
020 8352 4151



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<b>Recruiting &amp; Managing Volunteers</b>			
13 - Knowledge and experience of recruiting and supervising volunteers	x	x	
14 - Ability to deliver volunteer training	x	x	x

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<b>Working in partnership and in the wider context</b>			
15 - Knowledge of the roles of agencies providing services for children and families	x	x	
16 - Project promotion skills		x	
17 - Training and presentation skills		x	x
<b>Supporting the work of Home-Start</b>			
18 - Ability to prioritise and undertake planning	x	x	
19 - Ability to process and collate information	x	x	
20 - Experience of using outcomes measures for evaluating and monitoring	x	x	
21 - Ability to prepare reports and statistical information	x	x	
<b>Self management/personal attributes</b>			
22 - Ability to thrive in a changing work environment	x	x	
23 - Experience of building supportive relationships		x	x
24 - A positive and creative approach to tackling tasks		x	x
25 - Knowledge of and commitment to equal opportunities and anti-discriminatory practice	x		
26 - Understanding of the need for professional confidentiality	x		
27 - Good written and verbal communication skills	x	x	
28 - Skills in managing barriers that fathers may have to engagement	x	x	x
29 - Ability to work as part of a team	x	x	
<b>Special requirements</b>			
30 - Able to work flexibly, some evening or week-end work and occasional residential training	x	x	
31 - Willingness to access training opportunities		x	
32 - Ability to use audio-visual aids, computers and filming equipment		x	
33 - Car driver	x		
34 - Eligibility to work in the UK	x		
<b>DESIRABLE</b>			
35 - Experience of a child on NICU	x		

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36 - Relevant professional training, for example, Health Visitor, Teacher, Social worker, Child carer	x		
37 - Teaching or training qualification or experience or working towards	x		
38 - Experience of work in the voluntary sector or as a volunteer	x	x	