



Person Specification

Qualifications

- Qualification or demonstrable relevant experience at QCF/NVQ level 3 in Health and Social Care DESIRABLE

Experience, Knowledge & Skills

- Experience working with vulnerable adults.
- Experience completing assessments, needs assessments, and risk assessments.
- Experience working with employability services.
- Experience using a computerised database/CRM to record and update information.
- Knowledge of homelessness and related issues.
- Experience delivering employment advice and homelessness interventions.
DESIRABLE
- Understanding of recovery and strengths-based ways of working. DESIRABLE

Abilities and attributes

- Ability to manage own time, prioritise activities and maintain accountability for your work.
- Work in a person centred, solution focused way.
- Dynamic and proactive.
- Creative thinker and problem solver.
- Excellent communication skills.
- Maintain confidentiality of all data and information.
- Accurate record keeping.
- Ability to work non-judgementally.
- Cultural awareness.
- Maintain clear professional boundaries.
- Work proactively with internal and external teams.
- Multiagency approach to working with other agencies and services.
- Good IT skills and ability to use MS Office (Word, Excel, Outlook).
- Able to use a computerised database for case file management.