

Person Specification

Job Title:	Advocate
Service:	Coram Voice Shropshire
Reporting to:	Children’s Rights Manager
Salary:	£11,150.50 per annum (£22,301 FTE)
Location:	Home based with travel across Shropshire
Hours:	17.5 hours per week
Contract Type	Part Time – perment

*** Method of Assessment**

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

Please note that this column is indicative of where each criterion is likely to be tested, however all elements of the person specification may be tested at any stage of the recruitment process. 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/D esirable	Method of Assessment*			
			A	D	I	E
Education / Experience	<ul style="list-style-type: none"> Good standard of general education and a advocacy, social care, counseling, youth work or other relevant qualification. NB Candidates without a relevant professional qualification but with more than three years’ experience in social care, advice, counselling or youth work will be considered. 	Essential	✓	✓	✓	
	<ul style="list-style-type: none"> At least 1 years’ evidential experience of direct work with children/young people in a professional capacity from diverse backgrounds. 	Essential	✓		✓	✓
	<ul style="list-style-type: none"> Experience of working with looked after children, children on the edge of care or with children in care or treatment settings. 	Desirable	✓		✓	✓
Knowledge/ Skills	<ul style="list-style-type: none"> Ability to listen to and communicate effectively with children and young people. 	Essential	✓		✓	✓

	<ul style="list-style-type: none"> • An understanding of the principles of advocacy and the role and purpose of advocacy for children and young people. • Ability to work in partnership with other agencies and professionals involved with children/young people, working with patience and persistence to resolve difficulties and handle conflict. • Knowledge and understanding of The Children Act, National Advocacy Standards and other related legal and policy frameworks for children and young people and how this applies to the role. • Ability to communicate clearly using a range of communication tools and methods, including the professional presentation of information. • Ability to use Microsoft Office suite of applications including Word and other Case management systems. • Ability to deal with work pressures, to manage time effectively and meet deadlines, to organise and set priorities for your own work • Knowledge and understanding of confidentiality and child/vulnerable adult safeguarding procedures. • Demonstrates a high standard of practice and quality in the delivery of services to young people (and vulnerable adults). 	Essential	✓		✓	✓
		Essential	✓		✓	✓
		Desirable	✓		✓	✓
		Essential	✓		✓	
		Essential	✓		✓	✓
		Essential	✓		✓	
		Essential	✓		✓	✓
		Essential			✓	✓
Behaviour and Values	<ul style="list-style-type: none"> • A commitment to the organisation and team working, flexibility and willingness to support colleagues sharing in the overall work of Coram Voice. • Commitment to working and managing in line with Coram Voice's values and the ability to apply this in the role. • An awareness of and sensitivity to differences of race, culture, belief, class, gender, sexuality, and ability and commitment to anti-discriminatory practice with readiness to challenge discrimination on any grounds. 	Essential	✓		✓	
		Essential	✓		✓	
		Essential	✓		✓	
Additional Information	<ul style="list-style-type: none"> • Ability to work from home and have access to a motor vehicle, to travel widely across the service areas to meet demands of the provision. Some areas may include remote locations without easy 	Essential	✓	✓	✓	

	access to public transport.					
	<ul style="list-style-type: none"> • Willing to undertake an enhanced criminal records check (DBS) Children & Adults (inc Barred list). 	Essential	✓		✓	
	<ul style="list-style-type: none"> • Willing to undertake a Warner Interview. 	Essential	✓		✓	

Updated May 2022