

# Recruitment person specification

Post being recruited for: **Social Care Worker**

## Council core competencies

**These apply to all posts**

Being customer / client focused

Working effectively with others

Managing change

Taking ownership and responsibility

Communicating effectively

Planning and decision making

**These apply to posts with responsibility for managing people or resources**

Leading others

Managing performance and developing others

Political sensitivity

## Person specification

**Category**

**Essential**

**Desirable**

**Experience**

Previous relevant experience in caring role

Experience of working with general public

Experience of working in an environment where appropriate behaviour/language and sensitivity are important

*Experience of working with older people*

<p><b>Knowledge, skills and understanding</b></p>	<p><b>Being Customer/Client Focused -</b></p> <p>Understand the needs of an older person</p> <p>Understands importance of a good standard of person-centred care</p> <p>Be Able to follow established standards of practice</p> <p>Understands a person's need for independence</p> <p>Understand the importance of promoting a person's independence</p> <p>Be able to deliver person-centred care in a manner which promotes Independence.</p> <p>Understands a person's need to be treated with dignity and respect</p> <p>Promote resident's right to dignity and respect</p> <p><b>Communicate Effectively –</b></p> <p>Readiness to include others in decision-making</p> <p>Confidence to raise awareness to ensure changing care needs of service users are met.</p> <p>Ability to listen to others.</p> <p><b>Working Effectively with others –</b></p> <p>Be able to develop and sustain professional working relationships</p> <p>Attend and Participate in Staff meetings</p> <p><b>Take Ownership &amp; Responsibility –</b></p> <p>Able to make decisions and take initiative</p> <p>Be committed to own personal and professional development.</p> <p>Participate in Support and Supervision sessions</p> <p>Be reliable</p>	<p><i>Knowledge of Health and Social care standards and how these apply</i></p>
<p><b>Qualifications and training</b></p>	<p>SVQ Level 2 (Health and Social Care) or above or qualification which meets SSSC requirements</p>	<p><i>SVQ level 3 (Health and Social Care) or equivalent or ability to obtain it within agreed timescale</i></p>

<b>Job specific requirements</b>	<p>Ability to write and speak English that is clear and easy for others to understand</p> <p><i>Able to record/update information accurately and follow written and verbal instructions</i></p> <p><i>Able to complete person-centred care plans</i></p> <p><i>Able to structure reports, complete risk assessments</i></p> <p><i>Basic IT skills</i></p> <p>Ability to carry out personal care tasks which may include:</p> <p><i>Supporting clients with bathing, continence, nail care, oral hygiene, skin care and personal care tasks described in their individual plan of care.</i></p> <p><i>Able to undertake physical tasks (Moving &amp; Handling of residents)</i></p> <p><i>Able to dispense medication accurately after appropriate training</i></p> <p><i>Be observant and able to respond to changing care needs</i></p> <p><i>Able to provide continuity of care through regular and effective service and regular attendance</i></p>	<p><i>Not every section needs a desirable – so in this case maybe everything is asked for at essential stage.</i></p>
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