The post holder should have the following skills and experience to fulfil the job description.

When completing your application form:

(i) In section 7 “Person Specification” please address yourself to each of the points marked with an asterisk **\***.

(ii) Please number each point and clearly explain how your experience, skills and knowledge meet the requirements specified.

**Application forms without this completed section will not be accepted.**

|  |  |  |
| --- | --- | --- |
|  |  | **Essential Experience** |
| \* | **1** | **Experience / Applicable skills of managing services for people with mental health and/or complex support needs.** |
|  | 2 | Experience of client assessment, support planning and case working, including setting realistic and attainable goals. |
| \* | **3** | **Experience / Applicable skills of staff line-management and leadership, monitoring staff performance and motivation.** |
|  | 4 | Experience of ensuring and promoting staff wellbeing, including the use of 1:1 and team debriefs, supervision, coaching, and reflective practice. |
|  | 5 | Experience of service development and continuous improvement. |
| \* | **6** | **Experience of coordinating crisis support with resilience and confidence.** |
|  | 7 | Experience of establishing, developing and maintaining effective working relationships with voluntary and statutory partners.  |
|  |  | **Skills / Ability / Knowledge** |
| \* | **8** | **An understanding of psychologically informed practice and trauma-informed care.** |
|  | 9 | Ability to monitor and report on service financial and key performance targets (KPIs). |
|  | 10 | Knowledge of asset/strength-based approaches to working with people with multiple and complex needs, and a practical and positive approach to future support planning.  |
|  | 11 | Ability to implement a structured, co-produced, high quality support service to clients.  |
|  | 12 | Thorough understanding of people and environmental risk assessment, all aspects of health and safety, and the ability to implement policy and protocol. |
|  | 13 | Thorough understanding of housing management and accommodation-related support for people with support needs. |
|  | 14 | Knowledge of relevant housing, mental health and safeguarding legislation. |
| **\*** | **15** | **A proactive, collaborative and results-driven approach, the ability to lead change, excellent relationship-building skills, and the ability to inspire and motivate others.** |
|  |  | **Other Essential** |
| **\*** | **16** | **Have an understanding of how services need to operate to meet and exceed fundamental standards as stipulated by the Care Quality Commission.**  |
|  | 17 | A commitment to equality of opportunity and the principles of co-production. |
|  | 18 | High levels of competency in using Microsoft Office: Outlook, Word and Excel. |
|  | 19 | Experience/ ability to multitask, manage a workload with changing priorities. |
|  | 21 | Ability to manage own resilience, wellbeing, and responsibilities to support wellbeing of staff, clients and meet operational deadlines |