# **PERSON SPECIFICATION: YJS (YOUTH JUSTICE SERVICE) TEAM MANAGER POST REFERENCE: SR-103506**

**Hartlepool Borough Council is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults. This post is subject to safer recruitment measures a disclosure and barring service (DBS) check will be required.**

|  |  |  |
| --- | --- | --- |
| REQUIREMENTS | ESSENTIAL CRITERIAPlease indicate in brackets after each criteria how this will be verified i.e. (F), (I), (T), (R)  | DESIRABLE CRITERIAPlease indicate in brackets after each criteria how this will be verified i.e. (F), (I), (T), (R) |
| * **Educational/vocational/ occupational qualifications and/or training**
* **Specific qualifications (or equivalents)**
 | Management Qualification, DMS or equivalent (F)Child Care Award, or equivalent PQ Award | CSS/CQSW/DipSW/Degree in Social Work (F)Diploma in Probation Studies Youth Justice Effective Practice Certificate |
| * **Work or other relevant experience**
 | Previous experience of Criminal Justice or Children and Families work. (F).Demonstrate experience and working knowledge of Child protection issues / procedure (F), (I),Demonstrate experience in Court processes and procedures. (F) (I)Evidence of ability to work effectively in partnership and engage with key stakeholders (F, I)Supervisory or Management experience within Criminal Justice, Social Work or related discipline | Experience in planning and developing services (F) (I)Experience in using a Youth Justice Management Information System / Probation Service / I.C.S. Social Care Record.Experience of collaborative local, regional or national work. |
| **ESSENTIAL/DESIRABLE CRITERIA WILL BE VERIFIED BY: F = FORM I = INTERVIEW T = TEST(S) R = REFERENCE(S)** |
| REQUIREMENTS  | ESSENTIAL CRITERIAPlease indicate in brackets after each criteria how this will be verified i.e. (F), (I), (T), (R)  | DESIRABLE CRITERIAPlease indicate in brackets after each criteria how this will be verified i.e. (F), (I), (T), (R) |
| * **Skills, abilities, knowledge and competencies**
 | Significant demonstrable experience and working knowledge of:-Crime and Disorder Act 1998; Children Act 1989 (F, I)Excellent report writing skills (F, I)Ability to effectively manage performance and undertake quality assurance tasksKnowledge of Assessment and Inspection Frameworks within a Criminal Justice, Social Work or related discipline (T) (I) | tieodeoAbility to lead multiagency meetings and present to a range of audiences (F)Ability to represent services in a professional and effective manner (F)Previous experience of monitoring and evaluation (F)Knowledge of National Standards for Youth Justice Services and Key Performance indicators (I)  |
| * + **General competencies**
 | Proven experience to prioritise and manage workload and work to deadlines – individually and organisationally (F, I)Excellent written and verbal communication skills (I) (T)To lead and motivate team members and recognise individual strengths and developmental needs (I)Commitment to equal opportunities and ability to promote anti discriminatory practice (I) (T)Ability to handle sensitive issues with tact and diplomacy (I)Ability to travel independently (F) (I) |  |
|  **ESSENTIAL / DESIRABLE CRITERIA WILL BE VERIFIED BY: F = FORM I = INTERVIEW T = TEST(S) R = REFERENCE(S)** |