**PERSON SPECIFICATION - Team Manager –Direct Care & Support Services**  **POST REF:** 106232

**HARTLEPOOL BOROUGH COUNCIL IS COMMITTED TO SAFEGUARDING AND PROMOTING THE WELFARE OF CHILDREN, YOUNG PEOPLE AND VULNERABLE ADULTS. IF THIS POST IS SUBJECT TO SAFER RECRUITMENT MEASURES THEN A DISCLOSURE AND BARRING SERVICE (DBS) CHECK WILL BE REQUIRED.**

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| **REQUIREMENTS** | **ESSENTIAL CRITERIA**Please indicate in brackets after each criteria how this will be verified, ie (F), (I), (T), (R) | **DESIRABLE CRITERIA**Please 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)**
 | C&G 3978 Diploma in Leadership for Health and Social Care, or QCF Diploma in Health & Social Care Level 4, or equivalent(F) (I) |  |
| * **Work or other relevant experience**
 | Registered Manager and experience of working with vulnerable people. (F) (I)Knowledge of relevant legislation, e.g., Care Act, CQC regulations, Health and Safety at Work Act, Protection of Vulnerable Adults. (F) (I) | Ability to demonstrate significant post qualification experience, managing a staff team (I) Knowledge of department policies, procedures and practice guidance. (F) (I) |
| **ESSENTIAL/DESIRABLE CRITERIA WILL BE VERIFIED BY:- F = FORM I = INTERVIEW T = TEST(S) R = REFERENCE(S)** |
| **REQUIREMENTS** | **ESSENTIAL**Please indicate in brackets after each criteria how this will be verified, ie (F), (I), (T), (R) | **DESIRABLE**Please indicate in brackets after each criteria how this will be verified, ie (F), (I), (T), (R) |
| * **Work or other relevant experience**
 | Continued …Experience of working to ensure a positive person centred approach that enables the person to gain self-determination and exercise information choice.Evidence of multi disciplinary working. (F) (I)Recent experience of or knowledge of managing a service registered with the Care Quality Commission (F) (I)  | Significant experience of managing a Team of staff, supporting people with a range of housing care and support needs. (F)Experience of managing a service through change. (I) |
| * **Skills, abilities, knowledge and competencies**
 | Ability to work as part of a team. (I) (R) (T) Ability to demonstrate skills in supervising, directing, motivating support and staff. (I) (R) (T) Ability to work under pressure and cope with challenging situations (I) (R) (T) Ability to maintain quality standards which meet the National Minimum Standards for the Service. (I) (R) (T) Ability to demonstrate organising, assessing and reviewing skills. (I) (R) (T)  | Demonstrate knowledge and understanding of the needs of adults (including their carers) requiring intervention to maximise their independence. (F I) |
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|  | Continued….Ability to contribute to the support planning process and ensure people’s plans are monitored and reviewed regularly. (I) (R) (T) Good interpersonal skills. (I)Good oral and written communication skills. (F) (I)The ability to use IT equipment effectively and undertake a range of admin asks. (I) |  |
| * **General competencies**
 | Commitment to the Department’s aims, objectives, values and principles of service provision. (F) (I) (R)Awareness and commitment to equal opportunity issues. (I) (R)Respect for the diverse needs and lifestyles of others.(I) (R)Commitment to the development of a person centred service.(F) (I) (R)Commitment to personal/professional development.(F) (I) (R) |  |
| **ESSENTIAL/DESIRABLE CRITERIA WILL BE VERIFIED BY:- F = FORM I = INTERVIEW T = TEST(S) R = REFERENCE(S)** |

Please note all appointments within Hartlepool Borough Council are subject to a declaration of medical fitness by the Council’s Occupational Health Service (having made reasonable adjustments in line with the Equality Act (2010) where necessary.