



# South Tyneside Council

## CHILDREN, ADULTS AND HEALTH

### PERSON SPECIFICATION

**POST TITLE:** Participation and Engagement Officer

**GRADE:** Band 6

	ESSENTIAL	DESIRABLE	METHOD OF ASSESSMENT
<b>Educational Attainment</b>	<ul style="list-style-type: none"> <li>Qualification to NVQ Level 4 or equivalent in working with children, young people and families. E.g. social work, play work, youth and community, health and or education</li> </ul>	<ul style="list-style-type: none"> <li>Social Work Qualification or equivalent</li> <li>Other relevant accredited training</li> </ul>	<ul style="list-style-type: none"> <li>Application form</li> <li>Certificates</li> </ul>
<b>Work Experience</b>	<ul style="list-style-type: none"> <li>Relevant experience of working with children and young people in a range of settings</li> <li>Track record of high quality participation work with a range of children and young people</li> <li>Group working with 'hard to reach' children</li> <li>Experience of delivering events and activities that demonstrate change resulting from children's views</li> <li>Experience of planning and leading work to achieve medium-term outcomes</li> <li>Recording/report writing</li> </ul>	<ul style="list-style-type: none"> <li>Experience of managing a budget</li> <li>Work with looked after children and young people</li> <li>Experience of overseeing residential activities and events for children and young people</li> </ul>	<ul style="list-style-type: none"> <li>Application form</li> <li>Interview</li> <li>Presentation</li> <li>References</li> </ul>
<b>Knowledge/ Skills/ Aptitudes</b>	<ul style="list-style-type: none"> <li>Ability to communicate effectively with children and young people in ways appropriate to age and ability</li> <li>Ability to creatively engage children and young people in activities and events</li> <li>Ability to place the child at the centre of all practice and decision making</li> <li>Good understanding of a children's rights perspective</li> </ul>	<ul style="list-style-type: none"> <li>Knowledge of child development</li> <li>Monitoring and evaluation skills</li> <li>Knowledge of creative &amp; digital media</li> <li>Good understanding of the legislation and policies regarding children and young people</li> <li>Good working knowledge of the range of services available for children</li> </ul>	<ul style="list-style-type: none"> <li>Interview</li> <li>Presentation</li> <li>References</li> </ul>

	<ul style="list-style-type: none"> <li>• Knowledge of child protection policies and procedures</li> <li>• Ability to work collaboratively to promote children's participation</li> <li>• Ability to use initiative and seek support as required</li> <li>• Good computer and ICT skills with an ability to be creative</li> <li>• Ability to work individually and as part of a team</li> <li>• The effective use and involvement in supervision</li> <li>• Able to relate the child's journey to the wider picture</li> </ul>		
<b>Disposition</b>	<ul style="list-style-type: none"> <li>• A genuine 'feel' for the needs of vulnerable children and young people</li> <li>• Ability to work with others to promote behaviours and standards of practice that respect the rights of others, take into account their needs and are not discriminatory</li> <li>• Calm, considered, reflective and decisive</li> <li>• Transparent and accountable</li> <li>• Open to innovation and new ways of thinking</li> <li>• Provides a positive outlook and is a positive example to others</li> <li>• Resilience and the capacity to manage a reasonable workload</li> <li>• An aptitude that allows the officer to feel comfortable working within the council structure</li> <li>• Flexible approach to work</li> <li>• Committed to the principles of Equality and Diversity</li> </ul>	<ul style="list-style-type: none"> <li>• The capacity, if necessary, to challenge structures that may disadvantage children and young people but without creating barriers and obstacles to positive change</li> </ul>	<ul style="list-style-type: none"> <li>• Interview</li> <li>• Presentation</li> <li>• Reference</li> </ul>
<b>Circumstances</b>	<ul style="list-style-type: none"> <li>• Full current driving licence and access to a means of mobility support</li> <li>• Able to work flexible hours, evenings, weekends as required</li> <li>• Enhanced clearance from the Disclosure and Barring Service</li> </ul>		<ul style="list-style-type: none"> <li>• Interview</li> <li>• DBS check</li> </ul>