

Person Specification Recruitment and Engagement Officer (Fostering)

Part A

The following criteria (experience, skills and qualifications) will be used to short-list at the application stage:

Essential

- Degree level in media studies or similar, or qualification and experience gained through relevant work experience
- Experience of delivering multi layered communication campaigns that produce measurable results
- Experience of working within a PR and/or marketing environment
- Experience of designing and implementing events, promotions and campaigns
- Ability to write effective marketing materials
- Ability to write clear, analysed reports
- Ability to monitor and evaluate
- Ability to communicate with a wide range of stakeholders including in a public arena
- Ability to use IT equipment with confidence and creatively including making short videos and taking photos
- Ability to engage people and enthuse them
- Ability to meet targets and achieve deadlines
- Ability to be self-motivated and enthusiastic

Desirable

- Knowledge of the role of Foster Carers
- Knowledge of the work of Children's Social Care
- Willing to attend training to enhance skills

- Ability to be solution focussed

Part B

The following criteria will be further explored at the interview stage:

- Understanding and knowledge of fostering services
- Reliable and self-reliant, but will seek guidance appropriately
- Dedication to achieving targets with a quality focus
- Verbal communication skills
- Committed to Equal Opportunities and anti-discrimination practice in employment and service delivery

Additional Requirements

- Enhanced DBS Disclosure Certificate
- Flexible approach to work, location, duties and hours