**Person Specification**

**Job title: Social Work Apprentice**

Note to applicant - You should pay particular attention to the essential criteria below and provide evidence of how you consider you meet them as part of your application. Failure to do so may mean that you will not be shortlisted.

Each listed requirement will state how it will be assessed e.g. application form, interview, work-based test and certificate.

| **Essential Criteria** | **Method of Assessment** |
| --- | --- |
| **Qualifications /** **Professional Registration/****Membership** | Minimum of 120 UCAS points (or equivalent) Applicants with relevant experience may apply with 80 UCAS points but would need to complete a written case study (1500 words outlining significant/exceptional experience) to the university.Further detail on qualifications and the tariff calculator can be found here: <https://www.ucas.com/file/63541/download?token=uz826-Cb>UCAS tariff calculator:<https://www.ucas.com/ucas/tariff-calculator> | Certificates Required |
| GCSE English & Maths at Grade C or equivalent | Certificates Required |
| **Experience** | Relevant and recent voluntary / personal / work experience in a social care setting (Adult)  | Application Form/Interview |
| Ability to work autonomously and as part of a team. | Application Form/Interview |
| Establishing and maintaining professional boundaries | Application Form/Interview |
| Writing clear and concise records and reports | Application Form/Interview |
| **Skills, Knowledge, Ability (including ability** **to develop knowledge,****skill or experience)** | Understanding of the social work role | Application Form/Interview |
| Able to remain enthusiastic, creative, curious and resilient in the face of adversities. | Application Form/Interview |
| Awareness of relevant legislation and guidance | Application Form/Interview |
| IT literacy | Application Form/Interview |
| Open, honest and approachable  | Application Form/Interview |
| Accountable for own work | Application Form/Interview |
|  | Self-motivated | Application Form/Interview |
|  | Flexible approach to work | Application Form/Interview |
| **Work Related Circumstances/****Values of the Council** | Commitment to Equal Opportunities | Application Form/Interview |
| Compliance with health and safety rules, regulations, and legislation. | Application Form/Interview |
| Ability to comply with the Councils values of:* We innovate
* We enable
* We respect
 | Application Form/Interview |

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