

Prevention, Information and Advice Lead

Person Specification

We will use these criteria to assess your suitability for the job.

Essential

1. Ability to prioritise workload to achieve deadlines working on own initiative and as part of a wider team
2. Knowledge of current priorities for social care, the voluntary sector, and partner organisations such as health.
3. Experience of and ability to update and manage electronic information systems, managing the site structure of a complex website and content management system.
4. Experience of problem solving and delivering innovative solutions, working with providers supporting our website and content management system.
5. Ability to contribute to policy development and provide advice and guidance on the development of relevant policies and procedures.
6. The ability to interpret local and national policy and legislation
7. Experience of supporting the implementation of change with the ability to motivate and support others in new ways of working.
8. The ability to design, consult, implement and evaluate successful and integrated partnership working.
9. Experience of supporting the implementation of change with the ability to motivate and support others with new ways of working.
10. Evidence of ability to analyse numerical and statistical information and present outcomes in a range of innovative formats.
11. Ability to persuade, negotiate and influence.

12. Experience of consultation with customers.

Desirable

1. A detailed knowledge of the information and advice duties of the Care Act.
2. Track record of developing prevention strategies to reduce demand for long term services.
3. Experience of working in either social care, education, voluntary sector, or health environment in a marketing / information role.

Additional Requirements

[E.g. Driving Licence. Remove section if none]

Our Values

Do you share our values of **proud**, **fair**, and **ambitious**?