

Person Specification

Post Title: Team Manager	Location: Manchester/Stockport/Trafford
Completed by: Denise Dilworth (in 2014)	Updated: April 2016

	Essential Criteria	Desirable Criteria	Method of Assessment
Attainments	<p>Good General Education</p> <p>Good written and verbal English including basic numeracy.</p> <p>Good IT and word processing skills.</p> <p>A registered nursing qualification or an NVQ Level 3 in Care or a Health and Social Care Diploma Level 3.</p> <p>Management qualification relevant to social care: i.e. RMA, Diploma Level 5 in Leadership for Health and Social care and children and young people or willingness to work towards.</p> <p>Assessors Award (level 3) or willingness to work towards.</p> <p>PTTLS or Level 3 Award in Education and Training or a willingness to complete</p> <p>Demonstrate willingness to commit to personal development.</p> <p>Participate in induction and Health and Social Care Diploma Level 2 and/or 3 assessment process.</p>	<p>Experience of using basic excel spreadsheets and other windows software</p>	<p>Job Interview</p> <p>Application form/certificates</p> <p>Job Interview</p>

	Essential Criteria	Desirable Criteria	Method of Assessment
Special Skills and Aptitudes	<p>Service User Focused: Experience of working with people with complex needs including Learning Disability and/or mental health needs</p> <p>Demonstrate a positive attitude to people with learning disabilities;</p> <p>Advocate on behalf of others.</p> <p>Management:</p> <p>Have some experience of undertaking management responsibility within a community setting including management of staff;</p> <p>Able to work as part of a team and lead by example;</p> <p>Demonstrate good powers of observation;</p> <p>Ability to chair meetings;</p> <p>Able to plan and organise staff, outings, appointments etc.</p> <p>General:</p> <p>Detailed knowledge of Personalisation, Person Centred Planning and main drivers within social care.</p> <p>Evidence of having kept up to date with current trends;</p> <p>Knowledge of the values and philosophy of the service.</p>	<p>Able to work with service users who have offending histories/support needs.</p> <p>Experience of working with adults with autism</p>	<p>Job Interview Application Form References</p> <p>Job Interview Application Form References</p> <p>Job Interview Application Form References</p>
Attendance Record	Satisfactory attendance record last 3 years.		Health interview References

	Essential Criteria	Desirable Criteria	Method of Assessment
			Job interview
Physical & Mental Job Demands	<p>Good physical and mental health.</p> <p>Moving and Handling ability to:</p> <ul style="list-style-type: none"> • Without support – from a standing position bend to the floor. • Without support – get up from kneeling to a standing position. • Maintain a standing upright posture for at least 15 to 20 minutes. • Twist or turn upper body to 90 degrees. • Push a person in wheelchair so as they can access the Community. • Able satisfactorily complete Physical Intervention Training. • Pull a person in a mobile hoist or rescue mat. 		<p>Job Interview</p> <p>Health Interview</p>
Circumstances	<p>Car owner/driver</p> <p>Flexible approach to working hours, generally over five days per working week.</p> <p>A requirement to undertake on-call duties</p>		<p>Job Interview</p> <p>Application Form</p>
Interests	<p>Demonstrate a range of interests, hobbies and leisure pursuits that could be shared with others</p>		<p>Job Interview</p> <p>Application Process</p>

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Disposition & Presentation	Good communication skills; Reliable; Good interpersonal skills; Trustworthy and of good character; Motivated and self reliant; Approachable.		Job Interview Application Process References