



## Personal Specification Support Worker progressing to Senior Support Worker

### Education/Qualifications

#### Essential

- Experience of caring & supporting people personally or professionally
- Good standard of written & spoken English
- Good standard of general education
- Good standard of maths/mental arithmetic
- Commitment to continuing professional development and further training
- Basic IT skills – Microsoft word & email

#### Desirable

- QCF 2/3 and commitment to own professional development
- Diploma in Social Work
- Nursing Qualification
- Car Driver (where a full clean driving licence is held you will be expected to drive a vehicle)

### Knowledge

#### Essential

- Understanding of safeguarding vulnerable people Equal Opportunities, Equality and Diversity
- Understanding of Health and Safety in the workplace
- Understanding/experience of Learning Disability
- Understanding of equal opportunities, equality and diversity
- Understanding of issues affecting disabled people
- Ability to recognise risk

#### Desirable

- Knowledge of the Essential standards and on-going legislation
- Experience of safeguarding procedures/stages
- Knowledge of person centred approaches
- Experience of risk assessing and producing risk assessments

### Experience/Skills

#### Essential

- Hands-on experience of caring either personally or professionally
- Self-motivated, ability to use own initiative
- Ability to use Microsoft Word to formulate basic reports and other simple tasks
- Good communication skills
- Able to manage time effectively
- Ability to produce basic balanced meals
- Experience of undertaking household tasks

#### Desirable

- Specific experience of supporting people who have both learning & physical disabilities with associated health needs either in the community, in residential



settings or as a part of Dom Care packages.
<ul style="list-style-type: none"><li>• Experience of working in a residential setting, undertaking the full range of duties in a competent and planned way</li></ul>
<ul style="list-style-type: none"><li>• Experience of working with people who behaviours can be challenging</li></ul>
<ul style="list-style-type: none"><li>• Proven ability to manage time effectively and take the lead when required</li></ul>
<ul style="list-style-type: none"><li>• Ability to adapt communication to meet the needs of individuals</li></ul>
<b>Qualities</b>
<b>Essential</b>
<ul style="list-style-type: none"><li>• Have a sound value base and positive attitude to people who have learning disabilities</li></ul>
<ul style="list-style-type: none"><li>• Good standard of personal grooming/personal hygiene</li></ul>
<ul style="list-style-type: none"><li>• Able to work flexibly i.e. work evening, nights, weekends and bank holidays</li></ul>
<ul style="list-style-type: none"><li>• Demonstrate the ability to show warmth, compassion, showing respect and dignity to others at all times</li></ul>
<ul style="list-style-type: none"><li>• Able to relate well to others</li></ul>
<ul style="list-style-type: none"><li>• Have a personal commitment to valuing and respecting service user's culture and religion</li></ul>
<ul style="list-style-type: none"><li>• Able and willing to take an active part in the community</li></ul>
<ul style="list-style-type: none"><li>• Able to use initiative and work independently</li></ul>
<b>Desirable</b>
<ul style="list-style-type: none"><li>• To have a professional standard of dress when necessary i.e. meetings/interview</li></ul>
<ul style="list-style-type: none"><li>• Able and willing to support service users when on holiday away from their home</li></ul>
<ul style="list-style-type: none"><li>• Access to own vehicle/able and willing to drive Stockdales vehicles.</li></ul>
<ul style="list-style-type: none"><li>• Able to share an interest with service users, take an active part in community life</li></ul>

**This list is by no means exhaustive and is open to periodic adaptation/amendment**