

Kettering Mind

Person Specification – Community Support Worker

Factors	Essential	Desirable	Method of Assessment
Qualifications	<p>At least 5 GCSE's including English and Mathematics or equivalent qualifications</p> <p>Level 2 in Health and Social Care or equivalent qualification</p>	<p>Health and Safety and/ or Food hygiene certificate</p> <p>Level 3 in Health & Social Care or a willingness to work towards</p>	Application form and certificate check
Experience	<p>Experience of working within a care or support environment</p> <p>Experience of supporting individuals to work towards specific outcomes within set timeframes</p>	<p>Background in working with individuals experiencing mental health problems</p> <p>Experience of working in a supported housing environment</p> <p>Experience of working within a community setting</p>	Application form, interview and references
Knowledge and skills	<p>Excellent organisational and time management skills</p> <p>Effective written and verbal communication skills</p> <p>Evidence of basic I.T. skills</p> <p>Hold a current full driving licence valid in the UK, with access to own vehicle that can be used for work purposes</p>	<p>A working knowledge of welfare benefits</p> <p>A basic knowledge of using Microsoft Word, Excel and Internet Explorer</p>	Application form, interview and references
Personal attributes	<p>Committed to the overall aims and values of the organisation</p> <p>Ability to cope positively with challenging and diverse behaviour</p> <p>Must have ability to quickly build rapport and trusting relationships with people of all levels both internally & externally</p> <p>Ability to gain credibility, respect and confidence</p> <p>Able to demonstrate an empathetic and non-judgemental attitude towards individuals</p>		Application form, interview and references

<p>Personal attributes cont.</p>	<p>Someone who ensures that tasks are followed through to completion</p> <p>Has the ability to embrace and adapt to change, understanding the value of continuous improvement and promotes it positively to others</p> <p>Committed to achieving organisational excellence through continuous review and improvement of working practices</p>		
<p>Motivations and Expectations</p>	<p>Able to use a problem-solving approach to respond appropriately to a wide range of situations</p> <p>Able to work on own initiative or with others, requiring minimal supervision</p> <p>Able to work a flexible shift pattern, which will include evenings, weekends, bank holidays and sleep-ins</p>	<p>Show an awareness of others' roles, responsibilities and requirements in carrying out your work</p>	<p>Interview</p>
<p>Equal Opportunities</p>	<p>Commitment to anti-discriminatory practice and the ability to demonstrate an understanding of equal opportunities, values and diversity of others</p> <p>Ensure consistent and effective implementation of Kettering Mind's Equal Opportunities policy and procedures</p>		<p>Interview</p>
<p>Health and Safety</p>	<p>Ability to demonstrate a clear understanding of and commitment to Health and Safety legislative standards and their implementation</p> <p>Working knowledge and understanding of safeguarding, risk assessment and risk management principles and processes</p>		<p>Interview</p>