

## Ivy Care

PERSON SPECIFICATION		Essential Desirable	Assessment Method
<b>JOB TITLE:</b>	<b>Senior Support Worker</b>		
KNOWLEDGE & EXPERIENCE			
<b>Qualification</b>	Level 3 Qualifications & Credit Framework Diploma (QCF) or equivalent Relevant mandatory training e.g. health and safety	E	
	Willingness to work undertake other training.	D	
<b>Experience</b>	Experience of supporting people with learning disabilities or other vulnerable people and understanding of their likely needs.	E	
	Experience of providing personal care to individuals	E	
	Experience of working with people with challenging behaviour or ability to defuse situations.	E	
	Experience of a supervisory role.	D	
<b>Knowledge</b>	Some knowledge of health and safety	E	
	Understanding of domestic routines and social and community facilities	E	
	Understanding of social care	E	
	Understanding of and commitment to person-centred support	E	
	Knowledge of assessment and support planning systems	E	
	Safeguarding process for vulnerable adults	E	
	Demonstrates understanding & commitment to equality	E	
	Awareness DOLS legislation, Care Quality Commission and the Fundamental standards Mental Capacity Act	D	
	Awareness of benefits systems, current legislation, codes of practice (as relevant), housing	D	
	Good knowledge of and experience in administering medication	D	
SKILLS & COMPETENCIES			
<b>Skills/competence</b>	Able to respond to emergencies, make/take decisions, work independently and as part of a team	E	
	Skills in working with vulnerable people in a domestic or community setting.	E	
	Advocacy skills	E	
	Good numeracy, literacy and communication skills	E	
	Basic knowledge of business software. i.e. Microsoft Office (Email, Excel, Word, Outlook) and the ability to use in house systems	D	
	Commitment to training and development	E	
<b>Personal</b>	Patient, positive and able to empathize	E	

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Honest, reliable and trustworthy	E		
Physically and emotionally capable of undertaking duties	E		
Able to do shift work and attend work at varying sites and varying hours which may involve sleep-ins within a 24/7 context and cover shifts in emergencies at short notice	E		
The ability to drive	E /D		
<b>Additional Information (*delete as applicable)</b>		<b>Assessment Key</b>	
* Disclosure and Barring Services (formally known as CRB)	This post is identified as involving working with vulnerable people, or is a position of trust. Employment is subject to an acceptable Enhanced DBS disclosure and eligibility to work in the UK. Further guidance will be provided at the appropriate stage of the selection process.	A F	Application Form
		B I	Interview
		R F	References
		W S	Work Sample
		A T	Ability Test

SERVICE USER REQUIREMENTS		
<b>&lt;Insert employee name&gt;</b>	<b>Signed</b>	
	<b>Date</b>	
The kind of person I want to support me will have the following : <table style="margin-left: auto; margin-right: auto; border: none;"> <tr> <td style="border: none;">Name of Service User</td> </tr> </table>		Name of Service User
Name of Service User		
Experience		
Knowledge		
Skills		
Personal		