

## Person Specification

**Job Title: Support Worker**

**Department: Spectrum Days**

<b>Qualities</b>	<b>Essential</b>	<b>Desirable</b>
<b>Physical Make-up</b>	<ul style="list-style-type: none"> <li>➤ Professional telephone manner</li> <li>➤ A good level of understanding in spoken and written English</li> </ul>	
<b>Attainments</b>	<ul style="list-style-type: none"> <li>➤ Willingness to train and achieve NVQ attainments as per legislation requirements</li> <li>➤ Willingness to take part in a wide range of activities with service users as detailed within individual care plans</li> </ul>	<ul style="list-style-type: none"> <li>➤ Minimum of 6 months or more in a similar role or environment- learning disabilities, autism and challenging behaviours</li> <li>➤ NVQ/QCF 2 or NVQ/QCF 3 in Social Care</li> <li>➤ Awareness and/or experience of formal non-verbal communication methods</li> </ul>
<b>General Intelligence</b>	<ul style="list-style-type: none"> <li>➤ Good basic numerate and literacy skills</li> <li>➤ Understanding of computer systems</li> </ul>	
<b>Special Aptitudes</b>	<ul style="list-style-type: none"> <li>➤ Ability to work on own initiative</li> <li>➤ Ability to work as part of a team</li> <li>➤ Ability to plan and organise own work</li> <li>➤ Ability to observe and record information</li> </ul>	
<b>Interests</b>	<ul style="list-style-type: none"> <li>➤ Ability to multi-task</li> <li>➤ Ability to work well under pressure</li> <li>➤ Ability to recognise and manage own stress levels</li> </ul>	<ul style="list-style-type: none"> <li>➤ Proven ability in problem solving</li> </ul>
<b>Disposition</b>	<ul style="list-style-type: none"> <li>➤ Must be trust worthy and honest</li> <li>➤ Must have ability to be discreet when required</li> <li>➤ Must be reliable and punctual</li> <li>➤ Must be able to have a positive outlook</li> </ul>	
<b>Circumstances</b>	<ul style="list-style-type: none"> <li>➤ Flexibility to work irregular hours e.g. early mornings, evenings, weekends</li> </ul>	<ul style="list-style-type: none"> <li>➤ Full driving licence and ability to escort service users to and from community/wider based activities</li> </ul>