

Person Specification – Family Support Worker

This document outlines the Essential and desirable skills, abilities, experience, knowledge and special requirements for the post of Home-Start Clackmannanshire Family Support Worker.

This form also indicates how the different requirements may be assessed during the selection process: A = Application Form, I = Interview, E = Exercise

ESSENTIAL REQUIREMENTS	Method of Assessment		
	A	I	E
Education and qualifications			
Relevant minimum qualification at SCQF Level 7 (with a commitment towards ongoing professional development)	✓		
Employment History			
Relevant previous or current employment in a childcare/social care environment	✓	✓	
Working within the Scheme			
Knowledge of the voluntary sector and the roles and responsibilities of voluntary management committees	✓	✓	
Ability to process and collate information	✓		✓
Ability to prepare reports and statistical information	✓		✓
Supporting Families			
Understanding of the needs of families with young children	✓	✓	
Knowledge of child protection processes	✓	✓	✓
Knowledge of current legislation and policies relating to children and families	✓	✓	
Working in Partnership and in the wider context			
Knowledge of the roles of agencies providing services for children and families	✓	✓	
Promotional skills	✓	✓	
Presentation skills	✓	✓	✓

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Self management/personal attributes			
Interpersonal skills	✓	✓	
A positive and creative approach to tackling tasks	✓		✓
Commitment to good safeguarding practice	✓	✓	✓
Knowledge of and commitment to equal opportunities and anti-discriminatory practice	✓		
Understanding of the need for professional confidentiality	✓		
Good written and verbal communication skills	✓	✓	✓
Negotiating skills	✓		✓

Essential components of the role			
Able to work flexibly - mornings, evenings or week-end work	✓	✓	
Willingness to access training opportunities		✓	✓
Car driver	✓		
Eligibility to work in the UK	✓		

DESIRABLE REQUIREMENTS			
Relevant professional training, for example, Health Visitor, Teacher, Social Worker.	✓		
Experience of work in the voluntary sector or as a volunteer	✓		
Parenting experience	✓		

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