

## PERSON SPECIFICATION – Team Leader

	Essential/Desirable
<p><b><u>Qualifications/Training</u></b></p> <ul style="list-style-type: none"> <li>• NVQ3.</li> <li>• NVQ2.</li> <li>• Professional qualification in social care, health care or education.</li> <li>• Good standard of general education to include Maths and English.</li> </ul>	<p>D</p> <p>D</p> <p>D</p> <p>E</p>
<p><b><u>Experience</u></b></p> <ul style="list-style-type: none"> <li>• Experience of working in a multi-disciplinary team.</li> <li>• Minimum 2 years previous experience of working with adults with a learning disability and challenging behaviours.</li> <li>• Experience of working as part of a team.</li> </ul>	<p>D</p> <p>E</p> <p>E</p>
<p><b><u>Knowledge</u></b></p> <ul style="list-style-type: none"> <li>• Health and Safety legislation as it relates to residential care.</li> <li>• Understanding of the needs of people with a learning disability.</li> <li>• Understanding of equal opportunities legislation and promotion of anti discriminating practice.</li> <li>• Recognition of need of confidentiality.</li> <li>• Medication administration.</li> </ul>	<p>D</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p>
<p><b><u>Skills</u></b></p> <ul style="list-style-type: none"> <li>• Ability to communicate with service users, families and professionals effectively.</li> <li>• Ability to work using own initiative and as a team member, guiding less experienced staff.</li> <li>• Ability to work under pressure in a professional manner, and deal with emergency situations effectively.</li> <li>• Ability to organise, prioritise and complete tasks, and delegate appropriately.</li> <li>• Good oral and written skills including report writing.</li> <li>• Ability to reflect on practice, recognising strengths and development needs.</li> <li>• Ability to motivate staff and contribute to positive work practices.</li> <li>• Domestic and house keeping.</li> <li>• Ability to deliver personal care, whilst treating service users with dignity and respect.</li> <li>• Ability to promote independence.</li> <li>• Demonstrates commitment to personal/staff development and training.</li> </ul>	<p>All Essential</p>
<p><b><u>Personal Attributes</u></b></p> <ul style="list-style-type: none"> <li>• Non-discriminatory and on-judgmental practice.</li> <li>• Clarity of thought.</li> <li>• Disciplined and professional approach to work.</li> <li>• Flexibility.</li> <li>• Tact and diplomacy and reliability.</li> <li>• Hard working and motivated.</li> <li>• Enthusiasm.</li> <li>• Willingness to learn and use new skills.</li> <li>• Reliable.</li> </ul>	<p>All Essential</p>
<p><b><u>Other</u></b></p> <ul style="list-style-type: none"> <li>• Good general health.</li> <li>• Clean driving licence.</li> <li>• Ability to work shifts week-ends, bank holidays and sleep-ins</li> </ul>	<p>E</p> <p>D</p> <p>E</p>