



## PERSON SPECIFICATION

<b>Job title</b>	Liberty Project Worker Tenancy Support Co-Ordinator (ARC)
<b>Location</b>	A Way Out, Stockton and Middlesbrough
<b>Hours</b>	Full time. This post may require some evening work and weekend work for which time off in lieu will be taken
<b>Reports to</b>	Liberty Team Leader

<b>Evidence of meeting the selection criteria will be assessed via: application(A) interview/exercise(IE) or during probation period(P)</b>	<b>A</b>	<b>IE</b>	<b>P</b>
<b>The person will have the following qualifications, knowledge and experience:</b>			
<ul style="list-style-type: none"> <li>Level 3 (NVQ or A level) or equivalent in social care or another relevant discipline or equivalent (may consider non-related Level 3 qualification or equivalent and relevant work experience).</li> </ul>	X	X	
<ul style="list-style-type: none"> <li>A good understanding of the client group and responding to the needs of vulnerable women.</li> </ul>	X	X	X
<ul style="list-style-type: none"> <li>Skill and experience in influencing and negotiating with clients, colleagues, and partner organizations.</li> </ul>	X	X	X
<ul style="list-style-type: none"> <li>Knowledge of legislation within the social housing sector; benefits; welfare rights</li> </ul>	X	X	X
<ul style="list-style-type: none"> <li>Awareness of the signs of domestic abuse including physical, psychological, sexual and financial signs.</li> </ul>	X	X	X
<ul style="list-style-type: none"> <li>An awareness of the broad range of issues that clients face in sustaining their tenancies.</li> </ul>	X	X	X
<ul style="list-style-type: none"> <li>Care coordination or a support worker role within health, social care or housing.</li> </ul>	X	X	X
<ul style="list-style-type: none"> <li>Knowledge and experience of Safeguarding practice (and willingness to undertake any further relevant training).</li> </ul>	X	X	X
<ul style="list-style-type: none"> <li>Identifying and assessing need using screening and assessment tools</li> </ul>	X	X	X

<ul style="list-style-type: none"> <li>• Relevant experience of using digital engagement methods</li> <li>• Relevant experience of taking a multi-agency approach and working in partnership with public and voluntary sector organizations.</li> <li>• Experience of working to targets.</li> <li>• Experience in using Microsoft Office Word, Office Outlook, Power point and excel.</li> </ul>	X	X	X
<b>The person will have the following skills and abilities:</b>			
<ul style="list-style-type: none"> <li>• Excellent communication and interpersonal skills with the ability to establish and sustain contact with vulnerable people.</li> <li>• Be able to manage relevant stressful situations in a confident &amp; controlled manner.</li> <li>• The ability to plan their own work, set priorities and complete them within given timescales.</li> <li>• Be able to work alone and use their initiative or work in a team</li> <li>• Have good organisational skills</li> <li>• Ability to facilitate change and empower service user's by developing their confidence, knowledge, and skills.</li> <li>• Passionate about working with vulnerable and at-risk women and young people.</li> <li>• Empathetic and non-judgemental</li> <li>• Flexible and adaptable to working with a range of service users and in different contexts.</li> <li>• Hold a clean driving licence and has use of a car</li> </ul>	X	X	X
<b>The following would be desirable:</b>			
<ul style="list-style-type: none"> <li>• Experience of working within the voluntary sector.</li> </ul>	X	X	X

<ul style="list-style-type: none"><li>• Training within motivational interviewing or psychotherapeutic interventions.</li></ul>	<b>X</b>		<b>X</b>
<ul style="list-style-type: none"><li>• Able to work within, uphold and respect the organization's values &amp; ethos.</li></ul>			<b>X</b>