

Job title	Grade	Directorate	Location
Professional Lead for Social Care	5C	Adult Social Care (SRFT)	Meadowbrook, Salford

Note to manager

In completing this form you are setting the expected standard for the person you need for this job on this occasion. Once completed, it will help to create your shortlist of candidates and to devise the questions you ask at interview. Please describe the criterion in ways that are both accurate and capable of being tested. Above all, the requirements must be job related and non-discriminatory. The job description, person specification and advertisement must be consistent. Each of the criteria must be identified under the **Essential** or **Desirable** headings. Whilst all criterions are important, those marked **Essential** must be met before an interview can be offered. (See Section 6 of the Recruitment and Selection Code of Practice for more information on producing a person specification)

Note to applicants

Whilst all criterions below are important, those under the **Essential** heading are the key requirements. You should pay particular attention to these areas and provide evidence of meeting them. Failure to do so may mean that you will not be invited for interview.

(*See grid overleaf)

Essential criteria	Necessary requirements – skills, knowledge, experience etc.	* M.O.A.
1.	Recognised professional Social Work qualification – CQSW, CSS, DipSW or equivalent and current registration with HCPC.	A
2.	Current Approved Mental Health Professional status and sufficient experience to provide professional leadership to the AMHP service in Salford.	A I
3.	Significant experience of effectively managing complex cases and a thorough understanding of the needs of adults with mental health problems and the needs of their carers.	A I
4.	Experience of providing professional supervision to social work staff and contributing to the Appraisal process.	A I
5.	Significant knowledge and experience of maintaining effective and safe working practices in relation to Adult and Child Safeguarding. The ability to provide strategic and operational leadership and support to staff, and to influence the delivery of effective safeguarding arrangements.	A I
6.	Significant knowledge of the legal frameworks, statutory guidance, and associated policies and procedures which inform social work practice.	A I
7.	Experience of authorising health and social care expenditure based on robust evidence of need, and being accountable for financial commitments.	A I
8.	Experience of influencing and shaping the development and transformation of services from a social care and mental health perspective.	A I
9.	Leadership	A I

Essential criteria	Necessary requirements – skills, knowledge, experience etc.	* M.O.A.
	<ul style="list-style-type: none"> • Ability to facilitate effective multidisciplinary team working • Ability to develop and motivate staff • Ability to ensure the quality and effectiveness of practice • Ability to maintain the provision of a high quality service • Ability to promote well being within the staff team 	
10.	Communication and customer focus <ul style="list-style-type: none"> • Ability to communicate information effectively • Possession of a professional image and credibility • Ability to promote customer satisfaction • Possession of effective influencing skills • Ability to demonstrate assertiveness and manage confrontations constructively and effectively • Ability to work in partnership with people who have mental health problems, their carers and other stakeholders 	A I
11.	Professional Conduct and Relationship Building <ul style="list-style-type: none"> • Ability to develop and maintain positive working relationships within the multidisciplinary team. • Ability to cooperate and work well with others in pursuit of team goals • A high level of personal integrity • High ethical standards • Ability to actively promote equality 	A I
12.	Innovation and Adaptability <ul style="list-style-type: none"> • Ability to generate creative solutions to work problems • Possession of a flexible approach to service change • A commitment to customer focussed service delivery 	A I
13.	Reasoning and Problem Solving <ul style="list-style-type: none"> • Ability to make effective and timely decisions • Possession of a methodical approach to problem solving 	A I
14.	Strategic Awareness <ul style="list-style-type: none"> • Ability to demonstrate a strategic perspective 	A I
15.	Legislative, Policy and Procedural Knowledge <ul style="list-style-type: none"> • Possession of technical, legal and professional expertise 	A I

Desirable criteria	Necessary requirements – skills, knowledge, experience etc.	* M.O.A.

Completed by	Date	Approved by	Date

Method of assessment (* M.O.A.)

A = Application form, **C** = Certificate, **E** = Exercise, **I** = Interview, **P** = Presentation, **T** = Test, **AC** = Assessment centre