



## PERSONNEL SPECIFICATION FOR THE SUPPORT WORKER 1 (DAY SERVICES)

### SHORTLISTING CRITERIA

	ESSENTIAL CRITERIA	DESIRABLE CRITERIA
1. Circumstances	<ul style="list-style-type: none"> <li>• <b>Must be registered with the NISCC and or willing to be registered with NISCC</b></li> <li>• <b>Current driving license for a minimum of 2 years and be willing to undertake driving duties as and when required.</b></li> </ul>	<ul style="list-style-type: none"> <li>• Working with individuals who display challenging behaviours.</li> <li>• Lone working</li> </ul>
2. Qualifications/ Experience	<ul style="list-style-type: none"> <li>• <b>GCSE in English &amp; Maths or equivalent</b></li> <li>• <b>Paid or volunteer work in delivering activities to other people</b></li> </ul>	<ul style="list-style-type: none"> <li>• A qualification specific to learning disability or behaviour management.</li> <li>• NVQ/QCF Level II or above or equivalent</li> <li>• Paid work in a day centre / service</li> </ul>
3. Skills/Knowledge	<ul style="list-style-type: none"> <li>• <b>Effective Communication</b></li> <li>• <b>Team working</b></li> <li>• <b>Ability to work on own initiative</b></li> <li>• <b>Manage workload</b></li> <li>• <b>Recording / maintaining appropriate records</b></li> </ul>	<ul style="list-style-type: none"> <li>• Good organisational skills</li> <li>• <b>Good ICT skills</b></li> <li>• Ability to follow and implement a support plan.</li> <li>• Money management and maintaining financial records</li> <li>• <b>Care planning</b></li> <li>• Data Protection &amp; Confidentiality</li> <li>• General &amp; Risk Assessment</li> <li>• Understanding of learning disability issues</li> <li>• Awareness of RQIA standards and inspections</li> <li>• Horticultural experience, including delivery of short training programmes.</li> </ul>
<p>Shortlisting will be based on the evidence that you supply on your application form to satisfactorily demonstrate how, and to what extent, you meet the above criteria. The Shortlisting Panel will <u>not</u> make assumptions as to your circumstances, qualifications, experience, skills and knowledge.</p>		

### ADDITIONAL INFORMATION

1. **Highlighted criteria are assessed at application stage**
2. This is a regulated post and will be subject to a satisfactory Access NI check.
3. The post holder must be registered with NISCC upon appointment.