

The Kirkby Trust

Relief Support Worker Person Specification

The table below describes the experience and qualities we are looking for and how we will assess applicants for them; through the application form, the interview process or both.

Applicants will be shortlisted on how well they meet the criteria so please give examples of how you meet them.

Criteria	E = Essential D = Desirable	Application Interview process
A respect for young adults and an understanding of the issues faced by them when they are homeless or living independently	E	A & I
Enthusiasm, a positive outlook and the ability to remain motivated when working in challenging situations	E	I
Ability to liaise and work effectively with partner agencies	D	
Resourcefulness and the ability to work on your own initiative	E	A & I
Good literacy and numeracy skills	E	A
Experience of record keeping and writing reports	D	
A demonstrable understanding of, and commitment to, the valuing of diversity, equality and anti-discriminatory issues and the ability to put this into practice	E	A & I
Ability to value, empower and enable people	E	A & I
An understanding of the importance of working to policies and procedures	E	I
Flexibility and ability to work at short notice	E	A
Understanding of Child Protection and Safeguarding Vulnerable Adult issues	D	
Knowledge of the benefits system	D	
Basic computer skills	E	A
Experience of working (whether paid or voluntarily) with young people	D	
Qualification in Youth Work or Social Care	D	