

PERSON SPECIFICATION



YOUTH WORK LEAD CO-ORDINATOR

CANDIDATE NO:

For office use only		
Shortlisted:	Yes/No	Internal/External
Result of Interview	Appoint / Hold / Not Appointable	
Reasons for Decision		
Chair of Panel:		Date:

FOR OFFICIAL USE ONLY – NOT TO BE COMPLETED BY CANDIDATES

CRITERIA	HOW JUDGED	MET	PARTLY MET	NOT MET	COMMENTS
WORK RELATED EXPERIENCE					
<i>ESSENTIAL</i>					
1. Experience of working with vulnerable children and young people	Application Form and interview				
2. Experience of youth and community work	Application Form and interview				
3. Experience of managing/developing and delivery of a community project	Application Form and interview				
4. Experience of recruiting, training and supporting peer mentors	Application Form and interview				
SKILLS AND ABILITIES					
<i>ESSENTIAL</i>					
1. A strong commitment to children and young people and an understanding of the factors affecting their lives	Application Form and interview				
2. The ability to provide reliable support to children and young people and act with	Application Form				

integrity in times of stress	And interview				
3. Excellent interpersonal skills, with the ability to establish good relationships with children and young people in an empathic and non-judgmental way	Application Form and interview				
CRITERIA	HOW JUDGED	MET	PARTLY MET	NOT MET	COMMENTS
4. A sense of adventure and willingness to try new things	Application Form and interview				
5. Literacy, numeracy, record keeping, presentation and report writing skills	Application Form and interview				
6. A recognised youth work qualification	Application Form and interview				
<i>DESIRABLE</i>					
1. Counselling qualification	Application Form and interview				
2. An interest in, or talent, for sport or performing arts	Application Form and interview				
4. Empathetic, supportive approach to working with children, young people, families and volunteers	Application Form and interview				
KNOWLEDGE					
<i>ESSENTIAL:</i>					
1. An understanding of the importance of confidentiality whilst working with children, young people and families	Application form and interview				
2. Knowledge and ability to maintain professional boundaries	Application form and interview				

CRITERIA	HOW JUDGED	MET	PARTLY MET	NOT MET	COMMENTS
3. Knowledge and understanding of the Children Act and Child Protection	Application form and interview				
4. Knowledge of Health and Safety including risk assessments	Application form and interview				
CIRCUMSTANCES <i>ESSENTIAL</i>	Application Form And interview				
1. Ability to work early evenings and occasional weekends	Application Form And interview				
2. Ability to travel across Centres in Hastings and Bexhill	Application Form And interview				