

PERSON SPECIFICATION

LAST UPDATED 4 JANUARY 2022



	Military IDVA	Essential	Desirable	How identified
	Knowledge/ability			
1	Educated to NVQ 3 or equivalent experience.		D	A
2	Knowledge of child protection and safeguarding.	E		A/I
3	Knowledge and understanding of domestic abuse.	E		A/I
4	Knowledge of sexual violence and its impact.		D	A/I
5	Knowledge of the Military Welfare Services and additional support military personnel and their families can access.		D	A/I
6	Knowledge of domestic abuse legislation, including civil and criminal law remedies available to survivors.		D	A/I
7	Knowledge of welfare benefit legislation that apply to those fleeing domestic abuse.		D	A/I
8	Knowledge and understanding of trauma informed practice.		D	A/I
9	A knowledge and understanding of the challenges faced by the families you help.	E		A/I
	Experience			
10	Experience of working with victims of domestic abuse and/or sexual violence.		D	
11	Experience of assessing and managing risk.	E		A/I
12	Experience of working within a team particularly within a multi-disciplinary service or multi-agency network.	E		A/I
13	Experience in working with vulnerable people.	E		
	Skills			
14	The ability to build and maintain rapport with adults.	E		A/I
15	Good communication and listening skills.	E		I
16	Organisation and problem-solving skills.	E		A/I
17	Ability to use email, Microsoft Office and other relevant IT systems.	E		A
18	Able to maintain personal and professional boundaries.	E		A/I
19	An understanding of confidentiality principles.	E		A/I
20	An understanding of learning styles and the ability to adapt your practice to suit the individual service user.	E		A/I
21	Ability to build links with multi-agency partners.	E		A/I
	Personal characteristics			
22	A willing and flexible approach.	E		A/I

23	Able to work as part of a team or alone, use initiative and manage and prioritize workload.	E		A/I
24	Be willing to undertake further training.	E		A/I
25	A commitment to making a positive difference to the lives of service users.	E		A/I
26	Access to a car for business use and a clean driving licence.	E		A
27	A willingness to travel across Wiltshire.	E		A/I

PLEASE NOTE

As explained in the guidance notes the application form asks you to set out how you meet the qualities/skills outlined in the Person Specification AND IS THE MOST IMPORTANT PART OF YOUR APPLICATION. This is your chance to explain why you are suitable for the job. You should try to show how you meet the criteria set out in this person specification. Applicants who are able to provide examples of how they meet the criteria are more likely to be offered an interview. Consider all the relevant experience you have gained and make sure that you tell us about it.

Applicants will be assessed against this Person Specification by the following methods:

A = application form

I = interview