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| **Qualifications** | **✔** |
| Essential |
| 1. Completion of the Care Certificate
2. Completion of the Level 2 Diploma in Health and Social Care or equivalent or be willing to work towards this qualification.
3. Be responsible for and actively engaging in own personal development
 | A/IA/IA/I |
| Desirable |
| 1. Level 2 or equivalent in Maths and English
 | A/I |
| **Key skills** |
| Essential |
| 1. Good standards of verbal and written communication
2. Ability to prioritise and manage own time and workload
3. Ability to maintain professional boundaries at work
4. Ability to work in a challenging and pressured environment
5. Ability to demonstrate empathy and react with sensitivity having regard to citizen’s wishes
6. Basic ICT Skills
 | A/IA/IA/IA/IA/IA/IA/I |
| Desirable |
| 1. Supporting, planning and delivering meaningful activities
2. Supporting individuals with sensory processing needs

ontract management skills | A/IA/I |
| **Experience** |
| Essential |
| 1. Experience of working collaboratively within a team
 | A/I |
| Desirable |
| 1. Experience of working with people with challenging and complex needs and disabilities
2. Working in a Day Services environment / Health & Social Care environment
 | A/IA/I |
| **Knowledge** |
| Essential |
| 1. Understanding the need for Confidentiality
 | A/I |
| Desirable |
| 1. Understanding of person-centred care
2. Understanding of complex care needs, including, learning disabilities, physical disabilities and Autism
3. Understanding of Adult Day Service provision
4. Understanding of Safeguarding Children & Adults
5. Understanding of Mental Capacity Act 2005
 | A/IA/IA/IA/IA/I |
| **Other personal requirements** |
| Essential |
| 1. Flexibility to work the hours and days required by the Day Service to meet operational needs and specific citizen needs / activities. This may include working evenings, weekends and bank holidays if required
2. Flexibility to work across different Day Service locations. This includes the Portland campus, community hub sites and other community locations in and around Nottinghamshire
3. Flexibility and willingness to support citizen with a wide range of activities, including, working indoors and outdoors
4. A respectful and inclusive attitude when working with all stakeholder groups
 | A/IA/IA/IA/I |
| Desirable |
| 1. Access to a vehicle
 | A |

**✔ How we intend to assess your match with our person specification**

**A** Application Form **C** Assessment Centre **I** Interview