**DRAFT Person Specification – Community Social Care Manager**

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|  | **Essential unless stated** |
| **Education & qualifications**  | * Qualification and 3 years’ experience in social work, health or similar.
* Adults Safeguarding training within the last 3 years (Desirable).
* Supervision training. (Desired)
* Qualification in counselling/mentoring/coaching. (Desired)
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| **Knowledge and Experience** | * Experience working in a management role for 2 years in a related setting and role (for example, social care, care settings, therapeutic environment)
* Proven experience of using a person-centred approach with service users
* Proven understanding of mental health and barriers to accessing services
* Proven understanding of the wider determinants of health
* Experience of line management and supervision
* Proven experience of leading, motivating and supporting a team
* Experience of working with and/or managing volunteers (Desired)
* Experience of using a management information system
* Experience of setting up new projects (Desired)
* Experience of managing projects
* An understanding of community development. (Desired)
* Experience of managing budgets. (Desired)
* Experience of managing services for vulnerable adults at risk of harm. (Desired)
* Knowledge of South Gloucestershire care and/or VCSE providers
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| **Job Related Skills** | * Ability to design, plan and execute a project
* Ability to set and deliver outcomes
* Ability to establish and maintain positive and consistent relationships with employees, volunteers, and professionals
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| **Personal Skills & values** | * Excellent communication skills
* Excellent demonstrable organisational skills
* Effective time management skills
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| **Working conditions** | * Readiness to work evenings and weekends
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**Last updated:** March 2024

**Date of next review:** March 2025