**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) |
| **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 |
| **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 |
| **Personal Skills & values** | * Excellent communication skills * Excellent demonstrable organisational skills * Effective time management skills |
| **Working conditions** | * Readiness to work evenings and weekends |

**Last updated:** March 2024

**Date of next review:** March 2025