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## PERSON SPECIFICATION

Job Designation	<b>Deputy Manager</b>
Salary	
Reports To	<b>Home Manager</b>

	ESSENTIAL	DESIRABLE	VERIFIED BY
<b>QUALIFICATIONS</b>			
NVQ 3 – Level 3 Diploma (QCF) qualified in Children and Young People’s workforce or equivalent	E		Application Form/ Certificate
<b>SKILLS &amp; EXPERIENCE</b>			
Minimum of 3 years residential Childcare Experience	E		Application Form
Minimum of 2 years management Experience	E		Application Form
High standard of reporting and recording.	E		Application Form/ Interview
Evidence of undertaking a supervisory role in relation to staff within a residential environment.	E		Application Form/ Interview
Informal and formal supervision of staff.	E		Application Form/ Interview
Leadership and motivational skills.	E		Application Form/ Interview
Good interpersonal skills.	E		Application Form/ Interview
Work on own initiative.	E		Application Form/ Interview
Good communication skills.	E		Application Form/ Interview
<b>KNOWLEDGE</b>			
Wide knowledge of the behaviours displayed by children and young people and understanding of intervention strategies.	E		Application Form/ Interview
Working knowledge of Children’s Regulations including National Minimum Standards, Children’s Act 1987, Children Leaving Care Act 2000.	E		Application Form/ Interview
An understanding of the process of child development.	E		Application Form/ Interview
Knowledge and understanding of the principles of team work.	E		Application Form/ Interview
Understanding the principles and practical application of safeguarding and child protection.	E		Application Form/ Interview

<b>ABILITY</b>			
To apply systems and processes within residential homes that	E		Application Form/

are compliant with the National Minimum Standards and Children's Regulations.			Interview
To develop and maintain effective team working practices across the staff group.	E		Application Form/ Interview
To convey to staff the knowledge and skill required in applying a variety of intervention strategies and develop staff accordingly.	E		Application Form/ Interview
To communicate with outside agencies, children and their families.	E		Application Form/ Interview
Promote the health, safety and wellbeing of children, young people and staff.	E		Application Form/ Interview
<b>OTHER REQUIREMENTS</b>			
Full driving licence.	D		Application Form
Be flexible when needed to provide cover to other homes.	E		Interview
Demonstrate commitment to continuous improvement and development.	E		Application Form/Interview