

# PERSON SPECIFICATION



## HEAD OF SERVICE

CRITERIA	ESSENTIAL	DESIRABLE
Education and qualifications	<ul style="list-style-type: none"> <li>Recognised professional qualification within social care that complies with the requirements to be Registered Manager</li> </ul>	<ul style="list-style-type: none"> <li>Management qualification or training</li> <li>Other relevant qualifications, for example:                             <ul style="list-style-type: none"> <li>BLS</li> <li>CALM</li> <li>First Aid</li> </ul> </li> </ul>
Skills, knowledge and experience	<ul style="list-style-type: none"> <li>Confidence to lead, motivate and inspire the team</li> <li>Excellent communication skills</li> <li>Excellent time management and organisational skills</li> <li>Networking and relationship building</li> <li>Leading teams through change in a positive and constructive manner</li> <li>Demonstrable track record of managing a social care service within the Scottish regulatory framework</li> </ul>	<ul style="list-style-type: none"> <li>Negotiation and influencing</li> <li>Demonstrable experience of managing projects</li> <li>Experience of designing and delivering new services</li> <li>Knowledge of additional support needs and Autism Spectrum disorders</li> <li>Knowledge of person-centred approaches in education</li> </ul>
Personal attributes	<ul style="list-style-type: none"> <li>Consistently demonstrates our values: Respect; Humour; Compassion; Professionalism; Person-centred and Resilient</li> <li>Positive and solution focused attitude</li> <li>Honesty and integrity</li> <li>Able to work flexibly when required</li> </ul>	
Requires to be mobile/Driving Licence Required:		Yes
Disclosure Required:	YES – PVG	