

Person Specification – Community Social Care Manager

	Essential unless stated
Education & qualifications	<ul style="list-style-type: none"> • 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	<ul style="list-style-type: none"> • 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	<ul style="list-style-type: none"> • 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	<ul style="list-style-type: none"> • Excellent communication skills • Excellent demonstrable organisational skills • Effective time management skills
Working conditions	<ul style="list-style-type: none"> • Readiness to work evenings and weekends

Last updated: March 2024

Date of next review: March 2025