

PERSON SPECIFICATION

WELFARE ASSISTANT RESIDENTIAL HOME FOR ADULTS WITH LEARNING DIFFICULTIES

Experience of

Adults with learning disability	D
Residential establishments	D
Key worker role	D
Liaising with other professionals/agencies	D
Administering medication	D

Ability to

Work under own initiative	E
Work as part of a team	E
Participate flexibly in staff rota	E
Cope with sleep in duties	E
Effectively communicate with good command of English language	E
Demonstrate effective literacy and numeric skills	E
Demonstrate effective listening skills	E
Assist in administrative tasks, e.g. record keeping	E
Participate in training programmes	E
Provide personal care to a high standard	E
Participate in domestic duties	E
Use appropriate coping mechanisms to manage stress	D

Knowledge of

The importance of confidentiality	E
The rights of people with a learning disability	D
The Data Protection Act 1998	D

Able to

Follow policies and procedures	E
Encourage and stimulate service users to make the best use of their abilities	E
Deal with challenging behaviour	E
Attend staff meetings	E
Accept supervision and appraisal	E
Participate in recreational programmes	E
Accompany residents on holiday	E

Essential

Application for an enhanced Criminal Records Bureau check.	E
Evidence of passport, driving licence, birth certificate, photograph	E
Full current driving licence	E

Problems to appointment

Criminal convictions (according to relevance)
Lack of fitness and mobility
Lack of driving licence

KEY: E = Essential D = Desirable