

**Outreach and Development Worker**

|  |  |  |  |
| --- | --- | --- | --- |
| **Criteria** | **Essential** | **Desirable** | **Assessed** |
| **Qualifications/**  **Experience** | Maths and English GCSE at grades C or above (or equivalent qualification).  At least two years’ experience of case work with adults and/or carers specifically.  Evidence of continuous professional development.  Experience of providing support to vulnerable individuals.  Experience of undertaking risk assessments.  Experience of advocating on behalf of service users. | Educated to degree level or holds an appropriate professional qualification such or equivalent relevant experience.  Experience of delivering training to professionals.  Experience of advocating on the behalf of service users.  Experience of working with people affected by substance misuse.  Experience of working with those affected by mental ill health. | Application/interview/  documents |
| **Skills and Abilities** | Excellent verbal and written communication and negotiation skills.  Excellent presentation skills.  Experience of report writing.  Ability to work in multi-disciplinary settings and working in partnership with other professionals, agencies/organisations and a range of stakeholders.  The ability to understand relevant legislation relating to carers.  The ability to communicate with a wide range of people.  General IT competence, including word-processing and databases.  Very well organised, able to prioritise and plan own work; take responsibility in decision making, and work to meet deadlines. | The ability to build and maintain relationships with key stakeholders.  Experience of presenting information in a variety of formats for different audiences.  Ability to create and deliver presentations to professionals. | Application/Interview |
| **Knowledge** | A robust understanding of Safeguarding.  Understanding and awareness of the needs of adult carers and their families.  Knowledge of statutory services.  Knowledge of structure of community care, health and voluntary sector.  Knowledge of issues affecting carers.  An understanding of Equality and Diversity duties in the workplace.  Understanding of, and demonstrable commitment to, ensuring equal opportunity. | A good knowledge of agencies, organisations and professionals with a Salford/Greater Manchester remit.  An understanding of contracts, monitoring and reporting.  An understanding of substance misuse and the potential impact this can have.  An understanding of non-statutory advocacy.  An understanding of mental health and wellbeing. | Application/Interview |
| **Values and Personal attributes** | A commitment to Gaddum Centre values.  A commitment to equality and diversity.  A non-judgemental attitude.  Flexible and positive work ethic.  The post holder must display integrity, honesty and good judgement. | Knowledge of Gaddum Centre and its services. | Application/Interview |
| **Other Requirement** | Ability to travel independently throughout Salford.  Flexible approach to working hours and ability to work unsociable hours (evenings and weekends) to meet the needs of the service. | Use of own car | Application/Interview |