

Care for the Carers
PERSON SPECIFICATION
Team Leader – Primary Care Project

Qualifications	<ul style="list-style-type: none"> Degree level education, or equivalent 	Desirable
Experience	<ul style="list-style-type: none"> Experience of line management, coaching or supervision of staff and/or volunteers 	Essential
	<ul style="list-style-type: none"> Experience of delivering group and one-to-one support to carers, or other vulnerable clients with complex needs 	Essential
	<ul style="list-style-type: none"> Experience of addressing barriers to inclusion and enabling seldom heard communities to access services 	Essential
	<ul style="list-style-type: none"> Project management experience 	Desirable
Abilities, Skills & Knowledge	<ul style="list-style-type: none"> Awareness of issues, legislation and government policy impacting on carers. 	Essential
	<ul style="list-style-type: none"> Able to gain colleagues' trust and support them to deliver quality services to carers. 	Essential
	<ul style="list-style-type: none"> Able to build robust partnerships with Health and Social Care and Third Sector partners. 	Essential
	<ul style="list-style-type: none"> A confident communicator able to present issues to groups of busy professionals and represent Care for the Carers at strategic planning meetings. 	Essential
	<ul style="list-style-type: none"> Excellent IT skills and confidence in using databases and MS Office for case recording, email, internet, correspondence and reports. 	Essential
	<ul style="list-style-type: none"> Able to keep project records accurately and up to date, gather statistics and write reports. 	Essential
	<ul style="list-style-type: none"> Able to travel across East Sussex. 	Essential
	<ul style="list-style-type: none"> Able to adopt a 'community development' approach to working in communities to engage with hidden carers and partner agencies. 	Desirable
Personal Qualities	<ul style="list-style-type: none"> Possessing a positive, confident approach to work and able to motivate others and lead by example. 	Essential
	<ul style="list-style-type: none"> Ability to maintain clear boundaries and confidential working practices. 	Essential
	<ul style="list-style-type: none"> Disciplined and able to plan and manage time effectively. 	Essential
	<ul style="list-style-type: none"> Commitment to the vision and mission of Care for the Carers and to the social inclusion of hard-to-reach carers through a variety of approaches. 	Essential
	<ul style="list-style-type: none"> A team player who can deliver own workload whilst also providing peer and management support to the wider team. 	Essential
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April 2021