

Care for the Carers

PERSON SPECIFICATION

Carer Awareness Officer (Hospital)

Qualifications	<ul style="list-style-type: none"> Educated to degree level, or holding a relevant professional qualification 	Desirable
Experience	<ul style="list-style-type: none"> Experience of developing and maintaining partner relationships 	Essential
	<ul style="list-style-type: none"> Experience of developing, implementing and evaluating projects and systems 	Essential
	<ul style="list-style-type: none"> Experience of working in a secondary care setting, the voluntary sector, and/or Health and Social Care 	Essential
	<ul style="list-style-type: none"> Experience of delivering training to health professionals 	Desirable
Skills & knowledge	<ul style="list-style-type: none"> Knowledge of hospital systems and processes, and the importance of involving carers as partners in care and in discharge planning 	Essential
	<ul style="list-style-type: none"> Able to develop and maintain strong relationships with key individuals in external agencies, and with internal colleagues 	Essential
	<ul style="list-style-type: none"> Knowledge of a range of office systems and ability to apply this knowledge. 	Essential
	<ul style="list-style-type: none"> Ability to set up and maintain data and present evidence in accessible formats 	Essential
	<ul style="list-style-type: none"> Ability to manage changing priorities and project manage own workload accordingly 	Essential
	<ul style="list-style-type: none"> A self-starter able to work independently, whilst maintaining good communication with management and colleagues 	Essential
	<ul style="list-style-type: none"> Ability to communicate both formally and informally with internal and external stakeholders 	Essential
	<ul style="list-style-type: none"> Knowledge of implementing monitoring and evaluation tools and processes 	Essential
	<ul style="list-style-type: none"> Organised and attentive to detail, and able to prioritise work, respond rapidly and meet tight deadlines 	Essential
	<ul style="list-style-type: none"> Up-to-date knowledge of relevant health and social care strategy, policy and practice 	Essential
Personal qualities	<ul style="list-style-type: none"> A strong communicator, possessing sensitivity and understanding and able to apply this when dealing with carers and partners 	Essential
	<ul style="list-style-type: none"> Commitment to the vision and mission of Care for the Carers and to the social inclusion of seldom heard or hidden carers through a variety of approaches 	Essential
	<ul style="list-style-type: none"> Approachable, professional, and possessing good judgment and discretion at all times 	Essential
	<ul style="list-style-type: none"> Have a belief in the empowerment of carers 	Essential
	<ul style="list-style-type: none"> Be self motivated and energetic 	Essential
	<ul style="list-style-type: none"> Hold a full UK driving license and access to a car for work travel across East Sussex 	Desirable