

PERSON SPECIFICATION

Post: Adoption Practitioner



Factor	Essential	Desirable	Evidenced by:
Qualifications & GSCC Registration	Dip SW, CQSW or equivalent Qualified to register with GSCC	Post qualification award, eg PQ1, PQCCA	Application form Certificates Confirmation of registration
Experience		Experience of children's social care work Experience of adoption work, eg PAR assessment, support, inter agency working Group work, eg, adopters' preparation groups, support groups, children's groups.	Application form Interview References
Skills	Ability to work with children, young people and adults, including people with disabilities Ability to analyse and assess information Ability to write complex reports to a good standard of literacy Good verbal communication skills Ability to work in cooperation with colleagues, professionals from other agencies and service users Ability to prioritise and manage time demands in terms of work time, flexibility, TOIL, etc	Group work (as above) Research Listening and counselling skills An interest in or some experience of therapeutic work with children. Ability to identify different ways of working Financial acumen Ability to work under minimal supervision IT skills, eg ECDL, CLAIT etc	Application form Interview References Written test re content and literacy Certificates or basic competency test
Knowledge	Knowledge of Adoption & Children Act 2002	Knowledge of Children Act 1989	Application form

Factor	Essential	Desirable	Evidenced by:
	Associated Guidance & Regulations	Knowledge of child development & family functioning & dysfunctioning Knowledge of services available from other agencies; statutory, voluntary & independent Knowledge of attachment theory Awareness of current adoption and child care research & experience of applying it in practice Knowledge of or a willingness to learn about intercountry adoption Knowledge of Adoption Matters NW or an interest in finding out about the agency and how it operates	Interview References Written test re content and literacy Interview Website Informal discussion
Values	Ability to work within agency policy and procedures and to meet administrative tasks and deadlines Commitment to anti oppressive and anti discriminatory practice Accepting of the ethos of the agency		
Personal competencies	Resourceful and resilient Ability to put personal beliefs, likes and dislikes aside when working with service users Enjoys the stimulation of flexible working, adaptable and welcoming of change Ability to use own initiative Ability to seek advice appropriately Friendly and helpful: a good colleague Ability to work steadily and increase pace as necessary	Evidence of high productivity and innovative, high quality work	Application form Interview References

Factor	Essential	Desirable	Evidenced by:
Physical circumstances	<p>Willingness and ability to work some unsocial hours, including occasional overnight stays</p> <p>Ability to drive distances in the UK (Average monthly mileage: 650)</p> <p>Evidence of a good attendance & health/sickness record</p> <p>(This does not exclude people with a disability or those who have recovered from a one-off operation)</p>	<p>Ability to work in Merseyside/Manchester region or Blackburn/Preston, south Lancashire region</p> <p>Evidence of professional and personal achievements</p>	<p>Application form</p> <p>Interview</p> <p>References</p> <p>Driving Licence</p>

jsw/Adoption Practitioner Person Specification/Mar-08