

BRADFORD WOMEN'S AID – PERSON SPECIFICATION

POST: ASIAN RESETTLEMENT WORKER

	ESSENTIAL	DESIRABLE	HOW IDENTIFIED
Experience	<ol style="list-style-type: none"> 1. Experience of working in a supportive capacity with women and children who have experienced domestic abuse. 2. Experience of providing support on an outreach basis. 	<ol style="list-style-type: none"> 1. Experience of providing services to specified quality standards and performance targets. 2. Experience and/or understanding of voluntary sector organisations and of working with a Management Committee. 	Application form, Interview & References.
Special knowledge and skills	<ol style="list-style-type: none"> 1. Ability to speak a South Asian language (Punjabi, Urdu) 1. Knowledge and understanding of the effects of domestic abuse on women and children and of the barriers they face when accessing services. 2. Ability to relate positively to women and children and an active commitment to user involvement. 3. Strong communication skills including an understanding of inter-agency working. 4. Strong time management and organisational skills. 5. Awareness of equality and diversity issues and the ability and commitment to relate this to practice. 6. Ability to take responsibility as part of a team for the day to day running of the Outreach service. 7. Knowledge of welfare benefits and a working knowledge of legislation around housing, 	<ol style="list-style-type: none"> 2. To have working knowledge of local key voluntary and statutory agencies. 3. Knowledge of relevant legislation such as the Domestic Violence Crime and Victims Act (2004) the Housing Act (1996) and the Family Law Act (1996). 	Application form, Interview & presentation. References.

	immigration, domestic abuse and safeguarding children. 8. Ability to maintain monitoring and evaluation processes.		
Practical and Intellectual skills and Qualifications and Training	<ol style="list-style-type: none"> 1. Any relevant qualification e.g. CQSW, Dip SW, Management, Youth & Community and relevant degree. 2. Excellent communication skills, verbal and written. 3. Computer literacy skills 4. Ability to write clear, concise and accurate reports 5. Strong literacy and numeracy skills 6. Commitment to relevant training and willingness to attend conferences, seminars and training as required 	<ol style="list-style-type: none"> 1. Domestic abuse and safeguarding children. 2. Evidence of self development over the last 2 years. 3. Debt Management 	Application form, Interview, References and Certificates.
Disposition/Attitude	<ol style="list-style-type: none"> 1. Ability to work professionally and effectively within a hierarchical management structure. 2. Understanding of confidentiality and how it relates to the organisation as a whole. 3. Ability to work as part of a team and on own initiative. 	1.	Application form, Interview & References.
Personal Circumstances	<ol style="list-style-type: none"> 1. Eligible to work in the UK 2. Able to work flexibly and attend evening appointments and meetings as required 3. To be able to demonstrate a reliable health record. 4. Car owner / driver with full clean drivers licence. 		Application form, Documentary Evidence. Interview.