**The Advocacy Project Person Specification**

**Team Leader**

|  |  |  |
| --- | --- | --- |
|  | **ESSENTIAL** | **DESIRABLE** |
| **QUALIFICATIONS** | * General / Credit level in English or equivalent | * Education to degree level * Management qualification |
| **EXPERIENCE** | * Experience of working within the field of independent advocacy * Experience in report writing * Evidence an understanding of the management and delivery of contracted services * Experience in data analysis * Experience in promotion and awareness raising. * Staff management, leadership, training and supervision | * Experience in quality assurance systems |
| **SKILLS & ATTRIBUTES** | * Excellent written and oral communication. * The ability to demonstrate leadership skills * Effective planning and organisational skills * Statistical analysis skills * Proficient in presentation skills. * Ability to work under pressure and with a degree of autonomy. * Ability to promote and represent the organisation. * Evidence a pro-active approach to service development opportunities * Effective time management * Positively contributing to team dynamics. | * Ability to demonstrate a positive approach to problem solving. |
| **VALUES & ATTITUDES** | * A demonstrated commitment to the principles of independent advocacy and its benefits. * Commitment to equality and human rights * Presenting a positive and constructive attitude and commitment to the work of the organisation, its staff, and the people it provides services to. |  |
| **KNOWLEDGE** | * Understanding of equalities. * Understanding of the legislative framework of health & social care. * An understanding of the issues/barriers affecting vulnerable individuals. * Understanding and application of personnel policies and procedures. * Understanding of the management of a 3rd sector organisation * Understanding of statutory sector structures. | * An understanding of local and political structures. |