**The Advocacy Project Person Specification**

 **Team Leader**

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|  | **ESSENTIAL** | **DESIRABLE** |
| **QUALIFICATIONS** | * General / Credit level in English or equivalent
 | * Education to degree level
* Management qualification
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| **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
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| **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.
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| **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.
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| **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.
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