

**CHILDREN'S CENTRE FAMILY WORKER - ARLESEY  
 PERSON SPECIFICATION**

	Essential	Desirable
Education / Qualifications	Level 3 Early years and Childcare, or equivalent. e.g. NVQ	First Aid qualification  Food Hygiene Certificate
Experience	Previous experience - (minimum of two years) of working within an early year's environment  Experience of developing and leading group activities  Experience of working effectively both within a team and independently	Experience of home visiting/outreach work  Experience of health promotion  Experience of working with/facilitating groups  Experience of working with staff from other agencies
Knowledge and Understanding	An understanding of, and commitment to, equality principles and practices  Clear understanding of the meaning of confidentiality  Commitment to safeguarding children (child protection)  Knowledge of child development	Knowledge and experience of area local to the Children's Centre  Understanding of diversity issues and how this impacts on families and children  Awareness of the Every Child Matters initiative
Skills & Abilities	Good organisational skills  Ability to write clear, concise reports and maintain accurate records  Ability to communicate supportively, tactfully and objectively with parents/ carers, children and other staff  Have a proactive and flexible approach to service delivery in order to meet the needs of the community  Good listening skills  Ability to self manage a varied workload  Ability to encourage and motivate others	Ability to advocate for children and families  Competence in IT for record keeping and report writing  Ability to organise innovative, exciting and effective activities to encourage family engagement  Ability to deal effectively with differences of opinion

Disposition	<p>Dynamic and confident</p> <p>Self- motivated</p> <p>Adaptable and approachable</p> <p>Have a positive approach</p>	
General	<p>Car driver with a clean licence and business insurance and ability to access a car for work purposes</p> <p>Ability to travel within the defined areas for the Children's Centre</p>	<p>Willingness to undertake wider travel if necessary</p> <p>Willingness to undertake further training if required</p>