



Person Specification			
Post title	Team Manager	Grade	Q / SCP 42 - 43

This post is exempt from the provisions of the Rehabilitation of Offenders Act – applicants must disclose all criminal convictions including those which are ‘spent’, in addition to any cautions and bindover orders received in the last 12 months

To be successful in this role you will need to demonstrate how you meet the criteria below at application & interview stage.

Shortlisting Number	Criteria	Method of assessment
Skills, knowledge, experience		
S1	Ability to illustrate understanding of general social work principles and knowledge, the role and function of a Social Worker in the field of child care	CV/SS, I
S2	Be able to express an appreciation and understanding of current child care legislation, up to date research and its application to working practices	CV/SS, I
S3	Be able to apply 1 and 2 into effective working practice.	CV/SS, I
S4	Ability to see / use advice and supervision appropriately	CV/SS, I
S5	Evidence of experience of managing staff and resources including staff supervision	CV/SS, I
S6	To have an understanding of the role of other agencies and work together in an effective manner, using your own initiative	CV/SS, I
S7	Be able to effectively communicate with other agencies and service users and be able to work in collaboration with each other, in both written and verbal communication	CV/SS, I
S8	Have the ability to manage time / self efficiently and effectively	CV/SS, I
S9	Ability to write concise reports and maintain appropriate social work records.	CV/SS, I
S10	Ability to be able to understand and use performance management information to support the work of the team.	CV/SS, I
S11	Ability to deal with complaints in an effective manner	CV/SS, I
S12	Ability to work co-operatively with colleagues and work on own initiative	CV/SS, I

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S13	Ability to effectively apply quality assurance processes and maintain the effectiveness of these	CV/SS, I
S14	Ability to analyse information accurately and make judgements under pressure	CV/SS, I
S15	To chair meetings effectively and ensure productive outcomes / activities	CV/SS, I
S16	Ability to oversee child protection enquiries, investigations and care planning and ensure best practice	CV/SS, I
S17	Ability to understand and work within legal requirements, including statute and regulations, whilst present information within court, and support other staff to do so, as and when required	CV/SS, I
S18	Able to provide clear leadership and direction and motivate others	CV/SS, I
S19	Skills in budgetary management, business planning and the application of quality assurance processes	CV/SS, I
S20	Skills in managing change and applying a systematic approach to prioritisation of tasks and problem solving	CV/SS, I
S21	Substantial experience of the use of quality assurance tools and processes.	CV/SS, I
S22	Extensive experience of performance monitoring and management	CV/SS, I
S23	Substantial and proven post-qualification experience and practice within an area of child and family services.	CV/SS, I
S24	Proven experience of managing and developing the delivery of quality services to children and their families within an environment of competing priorities and finite resources	CV/SS, I
S25	Ability to use equipment as instructed and trained	CV/SS, I
S26	Ability to inform management of any health and safety issues which could place individuals in danger	CV/SS, I
S27	Able to meet fully the requirement of the post and cover the geographical area required, either by possession of a valid driving licence and access to public or other transport in line with the Equality Act 2010	CV/SS, I
S28	A commitment to work outside of normal working hours as and when required	CV/SS, I
Personal attributes and circumstances		
P1	You must adhere to the “Knowsley Better Together” staff qualities; Integrity, Accountability, Communication and Respect	I

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P2	Demonstrate a commitment to improving services.	CV/SS, I
P3	Demonstrate a commitment to continuous learning and development	CV/SS, I
P4	Demonstrate a commitment to working as part of a team in a flexible and responsible manner	CV/SS, I
P5	Ability to facilitate training / ability to facilitate reflective group supervision sessions	CV/SS, I
Communication		
C1	Demonstrate an ability to communicate in an open and honest manner	CV/SS, I
Qualifications		
Q1	CQSW / Dip SW / CSS	CV/SS, C
Q2	Registration with SWE	CV/SS, C
Q3	Management training or qualification or the ability to undertake this level of study	CV/SS, C
Q4	Practice Educators Award	CV/SS, C

CV/SS = Curriculum Vitae/Supporting Statement **A** = Application Form **C** = Certificate **E** = Exercise **I** = Interview
P = Presentation **AC** = Assessment Centre **T** = Test

Where the post involves working with children, in addition to a candidate's ability to perform the duties of the post, the interview will also explore issues relating to safeguarding and promoting the welfare of children, including:

- **Motivation to work with children and young people.**
- **Ability to form and maintain appropriate relationships and personal boundaries with children and young people.**
- **Emotional resilience in working with challenging behaviours.**
- **Attitudes to use of authority and maintaining discipline**

We have a positive attitude to the employment of disabled people and guarantee an interview to those who meet **all** the necessary criteria of the person specification.

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