



Person Specification			
Post title	Night Care Assistant	Grade	E / £25,584 - £27,711 per annum

***** 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	Relevant childcare experience in a voluntary or paid capacity	CV/SS, I, C
S2	Verbal communication skills appropriate to a variety of settings, e.g., with colleagues at all levels, young people and their families and staff from other departments and agencies	CV/SS, I
S3	Literacy skills of a sufficient quality to produce clear, concise, and appropriate written communications for a variety of purposes, e.g., Observation Records, MAR records and Report Sheets	CV/SS, I
S4	Contributing and assessing the individual needs of children and young people	CV/SS, I
S5	Implementing individual plans and targets for children and young people and their families as appropriate	CV/SS, I
S6	Working directly with groups of children and young people with complex medical needs, additional support needs and emotional behaviours.	CV/SS, I
S7	Dealing with difficult situations on a one-to-one basis, or as a team in an appropriate way	CV/SS, I
S8	Establishing and maintaining links with children and young people, their families, their carer, colleagues, and other professionals/agencies	CV/SS, I
S9	Helping children and young people to express themselves and have their voice heard.	CV/SS, I

May 2025





S10	Ability to evidence the wishes and feelings of the children that we support.	CV/SS, I
S11	Awareness of issues about equal opportunities and anti-discriminatory practice and to act accordingly	CV/SS, I
S12	Ability to form appropriate meaningful relationships with children and young people.	CV/SS, I
S13	Skills in examining own work and development of further abilities through supervision and other training opportunities	CV/SS, I
S14	Awareness of the social, physical, sexual, intellectual, and emotional needs of children and young people	CV/SS, I
S15	Ability to work effectively in a team	CV/SS, I
S16	Competency in use of all IT applications.	CV/SS, I
S17	Experience of providing personal care to children in a disability setting is desirable	CV/SS, I
Personal attributes and circumstances		
P1	You must adhere to the “Knowsley Better Together” staff qualities; Integrity, Accountability, Communication and Respect	I
P2	A demonstrable willingness to share information and work with other people.	CV/SS, I
P3	Flexible approach and willingness to work unsociable hours, bank holidays and weekends when required or as per rota.	CV/SS, I
P4	Valid UK driving license is desirable	CV/SS, I
Communication		
C1	A demonstrable willingness to share information and work with other people, including the ability to listen, communicate with and understand others, taking account of other people’s points of view.	CV/SS, I
Qualifications		
Q1	NVQ 3 or 4 in Residential Child Care or equivalent and or ability to work towards level 4 qualification.	CV/SS, I, C

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

May 2025





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.

May 2025

