



Person Specification			
<b>Post title</b>	Parental and Community Outreach Officer	<b>Grade</b>	H / £33,366 - £35,235

\* \* \* 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
<b>Skills, knowledge, experience</b>		
S1	Knowledge of Social Growth/Social Value and the impact this has on local communities	CV/SS, I
S2	Experience of working with parent led community organisations/forums in supporting them to become sustainable.	CV/SS, I
S3	Excellent communication skills with parents/carers, children and colleagues	CV/SS, I
S4	Experience of developing and co-ordinating a home visiting and outreach strategy with a particular focus on engaging with the most vulnerable families.	CV/SS, I
S5	Experience of working within a leadership team with the ability to record impact of services and social return on investment.	CV/SS, I
S6	Flexible in approach and able to work as a key part of a busy and dedicated team and able to prioritise a diverse workload and to make decisions independently	CV/SS, I
S7	Experience of developing, planning and delivering a range of services and activities for parents/carers.	CV/SS, I
S8	Experience of working with/line managing and supervising volunteers.	CV/SS, I
S9	Good local knowledge of communities and the difficulties they may be facing (i.e. Financial Inclusion)	CV/SS, I
S10	Knowledge and Understanding of the reasons why some families do not engage with services.	CV/SS, I
S11	Knowledge and experience of analysing and interpreting data.	CV/SS, I
S12	Knowledge of Performance Management for Children’s Services/Children’s Centres/Family Hubs.	CV/SS, I

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S13	Experience of consulting and including children and parents/carers in planning, delivering and monitoring activities.	CV/SS, I
<b>Personal attributes and circumstances</b>		
P1	You must adhere to the “Knowsley Better Together” staff qualities; Integrity, Accountability, Communication and Respect	I
<b>Communication</b>		
C1	Excellent Communication Skills with parents/carers, children and colleagues.	CV/SS, I
C2	Strong motivational, communication and leadership skills.	CV/SS, I
C3	Excellent interpersonal and communication skills and good time management.	CV/SS, I
<b>Qualifications</b>		
Q1	A degree level qualification or a relevant professional qualification in health, education or social care. NPQICL or equivalent leadership qualification (minimum level 4).	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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