

Person specification

Job title: Caseworker	Department: Casework
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	Essential	Desirable
Qualifications	<p>Professional qualification to certificate level relevant to your chosen client field.</p> <p>Or</p> <p>Relevant experience</p>	Group work qualification.
Work experience	<p>Delivering psycho-educational support interventions in one to one and/or group settings.</p> <p>Engaging hard to reach clients.</p> <p>Networking and building relationships with other organisations.</p> <p>Organising own caseload and appointments.</p> <p>Working with women from BAME communities.</p> <p>Working with multiple complex issues.</p>	<p>Developing peer support groups.</p> <p>Working with women who are/have experienced: Childhood Sexual Abuse/ Mothers Apart from their Children/Domestic Abuse.</p> <p>Writing reports, collating data and using databases.</p> <p>Delivering training and/or presentations.</p>
Knowledge	<p>An understanding of clients with multiple and complex needs, and best practice in a range of appropriate casework.</p> <p>Working knowledge of women's issues and health inequalities.</p> <p>Data protection, lawful and ethical practice.</p> <p>Local and national safeguarding priorities and requirements.</p> <p>Working knowledge of the particular health and wellbeing needs of women from BAME communities.</p>	<p>Other health, social and mental health services, both statutory and voluntary sector, within Wakefield district.</p> <p>Knowledge of data protection requirements.</p> <p>Working knowledge of: Childhood Sexual Abuse/ Mothers Apart from their Children/Domestic Abuse.</p>

Special skills	<p>Ability to work as part of a multi-disciplinary team and foster good working relationships.</p> <p>Ability to establish and maintain good personal and professional boundaries.</p> <p>Excellent verbal and written communication skills, including telephone skills.</p> <p>Offering women culturally sensitive support</p> <p>Computer literacy and general office and administration skills, to be able to provide/organise own admin support.</p> <p>Ability to work using own initiative.</p>	<p>Ability to deal with conflict and find appropriate resolutions.</p> <p>Ability to liaise and negotiate with a wide range of people at all levels.</p>
Personal attributes	<p>High level of enthusiasm and motivation.</p> <p>Ability to use supervision and personal development positively and effectively.</p> <p>Ability to manage time and competing demands, good organisational skills.</p> <p>Willingness to reflect on own practice.</p>	<p>Ability to work well under pressure.</p>
Attitudes	<p>Understanding the importance of working within women only environment & a commitment to WWC philosophy.</p> <p>Commitment to working within WWC policies and procedures and their application.</p> <p>Commitment to taking part in yearly appraisal.</p> <p>Understanding of and commitment to Equal Opportunities.</p>	<p>Commitment to pursuing own professional development.</p>
Other	<p>Ability to work in community and central settings and travel between them.</p>	<p>Fluent in languages other than English.</p>