# Better Lives Partnership Employability Support Worker

# Person Specification

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| E – Essential D – Desirable | E | D |
| **Qualifications:**     * Passes at National 5 level or above in a broad range of subjects to include English and Mathematics. * Relevant qualification at level 6 or above | X | X |
| **Experience:**     * Experience and knowledge of disability issues (employed or voluntary);      * Experience of working with voluntary/statutory organisations that support young people and families with additional support needs;      * Experience of partnership working with young people with additional support needs and their families;      * Experience of delivering educational programmes. | X    X      X      X |  |
| **Skills and Abilities;**     * Good verbal, written and non-verbal communication skills with the ability to communicate in a clear and straightforward manner;      * Understanding the needs of families affected by disability;      * Computer skills, working with a full range of IT;      * Knowledge of equal opportunities issues;      * Ability to maintain accurate records; | X      X    X    X    X |  |
| * Understand the need for confidentiality;      * Ability to build trusting relationships;      * Skills, confidence and ability to support disadvantaged people to engage in work experience roles;      * Ability to develop learning materials and provide training to enable individuals to develop their skills and confidence in the work setting;      * Good organisational skills including time management and prioritisation of tasks;      * To be risk aware and actively support people within a positive risk management framework;      * Knowledge of Health and Safety Guidelines including risk assessment. | X    X    X    X      X | X    X |
| **Knowledge:**     * Knowledge of disability services;      * Knowledge of disability issues;      * Anti-discriminatory practice. | X    X    X |  |
| **Personal Attributes:**     * Respectful of all people as valued individuals;      * Committed to promoting positive outcomes for disadvantaged people in Dumfries and Galloway;      * Ability to work on own initiative within an agreed structure;      * Ability to lone work and make decisions. | X    X      X    X |  |
| * Honest and trustworthy;      * Positive attitude towards disability;      * Enthusiastic and motivated;      * Flexible and creative;      * Aware of limitations;      * Responsive, reliable and able to take on responsibility;      * Personal confidence to support individuals to participate in work experience in a wide range of settings (including the use of public transport). | X    X    X    X    X    X      X |  |
| **Other Requirements:**     * Ability to work evenings and occasional weekends as required;      * A full clean driving licence and full access to own vehicle to transport young people to activities relating to their attendance at the programme. | X    X |  |
| **Prepared by: A. McEwan Date: 10th of October 2025** | | |