

Person Specification

Job Title	Programme Support Worker - Kings Trust	Team	Youth Engagement
Salary Grade	Grade 5	Directorate	Prevention
Job Evaluation Reference No			

	Qualifications & Training	Essential	Desirable	Assessment
	Hold a basic teaching qualification, or be working towards a basic teaching qualification.		✓	P D
	Good academic standards in Math's and English.	✓		P D
	Health & Safety knowledge.		✓	P D
	Challenging Teams 'Drug & Alcohol" abuse / challenging behavior.		✓	P D
	First Aid certificate.		✓	P D
	Experience	Essential	Desirable	Assessment
	Experience of working with young people/young adults in various settings and the ability to relate and empathise with their needs.	✓		A & I
	Experience of recruitment and support of young people on a self-development programme.		✓	A & I
	Experience of carrying out projects within the community.		✓	A & I
	Knowledge	Essential	Desirable	Assessment
	Knowledge of external organisations to signpost volunteers on to.		✓	A & I
	Knowledge of Safeguarding.		✓	A & I
	Knowledge of the Prince's Team Programme.		✓	A & I
	Knowledge of the aims and values of Merseyside Fire & Rescue Service.		✓	A & I
	Skills	Essential	Desirable	Assessment
	Excellent interpersonal skills with the ability to communicate effectively both verbally and in writing.	✓		A & I
	Ability to liaise and co-ordinate with partnerships in the community.	✓		A & I
	Highly motivated with good problem solving capabilities.	✓		A & I
	Ability to manage and prioritise a busy work schedule.	✓		A & I

	The ability to perform and function within a team	✓		A & I
	Good I.T. skills in the use of Microsoft Outlook, Word, Excel and PowerPoint.	✓		A & I
	Good Presentation skills.		✓	A & I
	Knowledge of social media and utilizing it within the market place		✓	
	Work Related Circumstances	Essential	Desirable	Assessment
	The post holder will be expected to work flexibly Monday – Sunday (inclusive) from the hours of 7:00am to 11:00pm.	✓		A & I
	Full UK Driving Licence.	✓		P D
	D1 Category Driving Licence (if you passed your driving test prior 1997 you will automatically have this category of driving licence).		✓	P D
	Enhanced Disclosure Barring Service check with barred list check	✓		MF&RS

Key to assessment methods:

A – Application form

I – Interview

P D - Produce documentation

MF&RS will process an Enhanced Disclosure Barring Service check with barred list check, upon conditional offer of employment.

Date person specification prepared / revised: 14.02.24

Prepared / revised by: S Nugent

