

## EMPLOYEE SPECIFICATION

**POST: Family Services Lead - AHP**

**A = Application**

**I = Interview**

**P = Presentation**

St Luke's Hospice is an Equal Opportunities employer and promotes equality of access to employment. St Luke's Hospice employees are required to follow the specific HR Policies supporting recruitment and selection.

ATTRIBUTES	ESSENTIAL	DESIRABLE	HOW IDENTIFIED
<b>EXPERIENCE</b>			
Experience of working in a multi-disciplinary setting with external agencies	✓		<b>A,I</b>
Experience of supporting people through loss	✓		<b>A,I</b>
Experience of senior responsibilities within the work place		✓	<b>A,I</b>
Teaching experience	✓		<b>A,I</b>
Evidence of providing staff support/Formal 1:1 reviews		✓	<b>A,I</b>
Advocacy	✓		<b>A,I</b>
Experience of a senior / managerial position	✓		<b>A,I</b>
Working in an environment committed to addressing the needs of users and carers.	✓		<b>A,I</b>
Palliative care experience	✓		<b>A,I</b>
Management of change	✓		<b>A,I</b>
Budgetary awareness / management	✓		<b>A,I</b>
Line Management / supervision	✓		<b>A,I</b>
Team management skills	✓		<b>A,I</b>
Experience of multi-professional working	✓		<b>A,I</b>
Complex assessment skills	✓		<b>A,I</b>
Significant experience of working with grief and loss	✓		<b>A,I</b>

ATTRIBUTES	ESSENTIAL	DESIRABLE	HOW IDENTIFIED
<b>KNOWLEDGE</b>			
Knowledge of British Association for Counselling and Psychotherapy guidelines, Health and Professionals Care Council and/or British Psychotherapy guidelines	√		<b>A,I</b>
Knowledge and application of audit tools	√		<b>A,I</b>
Awareness of evidence based therapeutic interventions within the British Association for Counselling and Psychotherapy guidelines, Health and Professionals Care Council and/or British Psychotherapy guidelines	√		<b>A,I</b> <b>I</b>
Collaborative/Partnership working	√		<b>A,I</b>
Knowledge of, or experience of working in a palliative care environment and an understanding of working with other health and social agencies.	√		<b>A,I</b>
Knowledge of regulatory requirements in field of social care and health, including The Care Act and Child Protection Legislation	√		<b>A,I</b>
Knowledge of policy, standards and best practice developments, Continuing Care Process and care management process	√		<b>A,I</b>
<b>QUALIFICATIONS/TRAINING</b>			
Diploma/Certificate of Qualification/Degree in relevant field of expertise	√		<b>A</b>
Registration with a relevant Professional body (e.g. HCPC, BACP etc.) and evidence of continuing professional development	√		<b>A,I</b>
Accredited training or qualification in palliative care	√		<b>A,I</b>
Managerial Qualification(s) or willingness to work towards	√		<b>A</b>
<b>SKILLS/ABILITIES</b>			
Evidence and ability to work within teams including Multi-Disciplinary teams and collaborate with others	√		<b>A</b>
	√		<b>A,I</b>
Time management skills, able to prioritise own and others workloads and meet deadlines	√		<b>A,I</b>

ATTRIBUTES	ESSENTIAL	DESIRABLE	HOW IDENTIFIED
Ability to lead, motivate, develop and manage employees and volunteers to achieve a quality service	✓		A,I
Ability to work on own initiative	✓		A,I
Ability to advocate on behalf of service users	✓		A,I
Teaching/Presentation skills/Training of others	✓		I
Ability to effectively manage a caseload	✓		A,I
Ability to work in a rapidly changing environment			
Ability to work with tact, diplomacy and sensitivity	✓		A,I
Excellent interpersonal skills including networking, negotiating, influencing and facilitation	✓		A,I
	✓		A,I
Good formal communication skills, including report and policy writing and undertaking formal presentations	✓		I
Confidence in using IT (e.g. Microsoft Office. electronic patient records systems)	✓		I
Ability to work in partnership with users and carers	✓		A,I
Ability to network with the wider care agencies	✓		A,I
<b>PERSONAL ATTRIBUTES</b>			
Empowering and promoting equal opportunities within each team	✓		I
Flexible attitude and approach	✓		I
Ability to analyse, problem solve and prioritise	✓		I
Self aware and enthusiastic	✓		I
<b>Values</b> Ability to demonstrate, understand and apply our organisation's values. These are embedded in all roles and applicants must evidence their own values during the selection process.  <ul style="list-style-type: none"> <li>Compassionate</li> <li>Dignified</li> <li>Inspired</li> <li>Pioneering</li> </ul>	✓		