



| Person Specification | | | |
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| Post title | Learning & Development Lead, Knowsley Safeguarding Adults Board (KSAB) | Grade | Pay Band N / £45,718 - £46,731 per annum |

* * * 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 |
|--|--|----------------------|
| Skills, knowledge, experience | | |
| S1 | Knowledge and experience of quality assurance and safeguarding issues and priorities in Knowsley, wider region or nationally | CV/SS, I |
| S2 | Ability to understand, analyse and interpret written reports, policy documents and information and make judgements and decisions within the scope of responsibility | CV/SS, I |
| S3 | Ability to communicate complex, sensitive, or contentious information across a range of agencies | CV/SS, I |
| S4 | Effective negotiation and influencing skills, demonstrating effective networking with partner agencies | CV/SS, I |
| S5 | Ability to implement and work within performance management systems | CV/SS, I |
| S6 | Evidence of support and challenge to promote good practice and quality across partnerships | CV/SS, I |
| S7 | Significant experience in areas of data analysis, collating and disseminating learning, supporting multi-agency training and development, health and social care provider engagement, communications, or engagement with adults who use services | CV/SS, I |
| Personal attributes and circumstances | | |
| P1 | You must adhere to the “Knowsley Better Together” staff qualities; Integrity, Accountability, Communication and Respect | I |
| P2 | A demonstrable willingness to share information and work with other people | CV/SS, I |

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| P3 | Ability to demonstrate knowledge and experience of the current landscape, developments, challenges and opportunities in respect of safeguarding and quality | I |
| P4 | Ability to successfully initiate, develop and maintain relationships - demonstrating effective interpersonal skills in dealing with people at all levels and from a wide range of backgrounds | CV/SS, I |
| P5 | Contributes to creating a positive environment within the business unit which encourages open discussion and innovation, supports performance, and builds capability and expertise | CV/SS, I |
| P6 | Successfully persuades and influences individuals and groups at a range of levels on issues of complexity and sensitivity. Uses themselves, their knowledge, experiences, and skills, including active listening, by employing a range of techniques to achieve good outcomes | CV/SS, I |
| P7 | Collaboratively and proactively seeks to safeguard adults and children, drawing on a wealth of knowledge and sound judgement, ensuring that appropriate and timely action is taken when necessary | CV/SS, I |
| P8 | Demonstrates effective decision making, and the ability to challenge where partners and other services do not meet required standards | CV/SS, I |
| Communication | | |
| C1 | A demonstrable willingness to share information and work with other people, including the ability to listen, influence, communicate and understand others, taking account of other people's points of view | CV/SS, I |
| C2 | Excellent verbal and written communication skills including the ability to prepare reports | CV/SS, I |
| C3 | Communicates effectively across a range of contexts including the ability to create and deliver concise, engaging, and accurate information to a range of audiences, adapting style and content to needs of the audience and checking understanding | CV/SS, I |
| Qualifications | | |
| Q1 | Degree Level or equivalent | 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

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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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