

Person Specification: Asset Based Community Development Worker



	Essential Criteria	Desirable Criteria	Method of Assessment/ Source of Information
Key Skills & Abilities	<ul style="list-style-type: none"> • Ability to work with partner agencies to promote ESRA and other recovery services • Ability to effectively organise personal workloads • Ability to facilitate groups/forums • To be an effective communicator with clients , managers and partner agencies. • Ability to liaise and work co-operatively with clients, carers, colleagues and other professionals in the hub • To be flexible in approach to work • Ability to work effectively, both within the team and unsupervised. • Ability to maintain accurate records. • Commitment to personal development and new skills acquisition where required. 		Application Form/Interview
Education & Qualifications		<ul style="list-style-type: none"> • GCSE Maths and English or equivalent • Community development qualification 	Application Form

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Knowledge	<ul style="list-style-type: none"> • Excellent Knowledge and understanding of the asset-based community development approach 	<ul style="list-style-type: none"> • Knowledge of substance misuse treatment services and other recovery services in East Sussex • Understanding of adult safeguarding 	Application Form/Interview
Experience	<ul style="list-style-type: none"> • Working and maintaining with partnerships with outside agencies • Good Experience of using office package including outlook, PowerPoint, excel etc • Working with vulnerable clients • Report writing and meeting KPIs • Attending promotional and network events 	<ul style="list-style-type: none"> • To have been in active Recovery for over 18 months 	Application Form/Interview
Personal Attributes	<ul style="list-style-type: none"> • To be able to work as part of a team • Good communication skills and appropriate interaction with clients • Enthusiastic and have a good sense of humour • Willingness to learn and take direction • To remain calm in challenging situations • To have a flexible and positive approach. • Excellent professional boundaries with clients and partners 		Application Form/Interview