



# South Tyneside Council

## CHILDREN, ADULTS AND HEALTH

### PERSON SPECIFICATION

**POST TITLE:** Connexions Advisor

**GRADE:** Band 6 (subject to job evaluation)

	ESSENTIAL	DESIRABLE	METHOD OF ASSESSMENT
<b>Educational Attainment</b>	<ul style="list-style-type: none"> <li>NVQ level 4 in information, advice and guidance or similar</li> </ul>	<ul style="list-style-type: none"> <li>NVQ level 6 in information, advice and guidance or similar (required for career progression)</li> </ul>	<ul style="list-style-type: none"> <li>Application form</li> <li>Certificates</li> </ul>
<b>Work Experience</b>	<ul style="list-style-type: none"> <li>Experience of working with young people In a relevant setting</li> <li>Experience of problem solving in a variety of settings</li> <li>Experience of delivering independent advice and guidance across a range of settings</li> </ul>	<ul style="list-style-type: none"> <li>Working in partnership with other agencies</li> </ul>	<ul style="list-style-type: none"> <li>Application form</li> <li>Interview</li> <li>Written Exercise</li> <li>References</li> </ul>
<b>Knowledge/ Skills/ Aptitudes</b>	<ul style="list-style-type: none"> <li>Skilled in advocacy, employment, assessment and action planning</li> <li>Current knowledge of options available to young people in relation to education, training and employment</li> <li>Ability to place young people at the centre of the work</li> <li>Understanding of issues facing young people during transition to adulthood</li> <li>Demonstrates ability to achieve outcomes and targets</li> <li>Ability to establish working relationships with young people, families and partner agencies</li> <li>Ability to use technology and IT systems</li> <li>Understanding of safeguarding thresholds and procedures</li> <li>Ability to prepare written</li> </ul>		<ul style="list-style-type: none"> <li>Interview</li> <li>Written Exercise</li> <li>References</li> </ul>

	reports <ul style="list-style-type: none"> <li>• Ability to effectively manage time to meet conflicting priorities</li> <li>• Ability to engage hard to reach groups</li> </ul>		
<b>Disposition</b>	<ul style="list-style-type: none"> <li>• Flexible approach to work</li> <li>• Committed to the principles of equality and diversity</li> </ul>		<ul style="list-style-type: none"> <li>• Interview</li> <li>• References</li> </ul>
<b>Circumstances</b>	<ul style="list-style-type: none"> <li>• Enhanced clearance from the Disclosure and Barring Service</li> </ul>		<ul style="list-style-type: none"> <li>• DBS check</li> </ul>