



## South Tyneside Council

### CHILDREN, ADULTS AND HEALTH

#### PERSON SPECIFICATION

**POST TITLE:** Restorative Justice Officer

**GRADE:** Band 6

	ESSENTIAL	DESIRABLE	METHOD OF ASSESSMENT
<b>Educational Attainment</b>	<ul style="list-style-type: none"> <li>Educated to NQF level 4 or equivalent in a directly relevant subject e.g. Social Work, Probation, Youth Justice or the equivalent demonstrable level of knowledge gained through directly relevant work related experience</li> <li>Evidence of continuing professional development</li> </ul>	<ul style="list-style-type: none"> <li>Graduate / Professional qualifications in restorative justice</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 at risk / in need</li> <li>Significant experience of delivering restorative approaches and interventions, including victim-offender mediation processes</li> <li>Working knowledge of children's legislation, early help and prevention frameworks</li> <li>Maintaining accurate and timely case records and information</li> </ul>	<ul style="list-style-type: none"> <li>Restorative Justice Council approved "Train the Trainer" accreditation</li> <li>Family Group Conferences</li> <li>Working knowledge of youth justice</li> </ul>	<ul style="list-style-type: none"> <li>Application form</li> <li>Interview</li> <li>References</li> <li>Additional form of Assessment e.g. Presentation or work based exercise</li> </ul>
<b>Knowledge/ Skills/ Aptitudes</b>	<ul style="list-style-type: none"> <li>Excellent communication skills</li> <li>Interpersonal and negotiation skills</li> <li>Ability to engage young people, families and victims in restorative processes, ie direct and indirect mediation, family group conferences</li> </ul>		<ul style="list-style-type: none"> <li>Interview</li> <li>References</li> <li>Additional form of Assessment e.g. Presentation or work based exercise</li> </ul>

	<ul style="list-style-type: none"> <li>• ICT skills, use of standard Microsoft packages and email</li> <li>• Good organisational skills and ability to plan and prioritise own workload</li> <li>• The ability to evidence knowledge and understanding of adolescent behaviour and family dynamics</li> <li>• Sensitivity and appreciation of the diverse needs of a participant in a restorative process</li> <li>• Assessing and managing risk</li> </ul>		
<b>Disposition</b>	<ul style="list-style-type: none"> <li>• Adaptable and flexible, working in a fast changing environment</li> <li>• Initiative</li> <li>• A commitment to anti-discriminatory practice</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>• Full current driving licence or access to a means of mobility support</li> <li>• Enhanced clearance from the Disclosure and Barring Service</li> </ul>		<ul style="list-style-type: none"> <li>• Interview</li> <li>• DBS check</li> </ul>