



Person Specification – Warden

Assessment

1. Experience and Qualifications	E/D	1	2	3	Comments
Literate and numerate	E				
Holds relevant qualification in Health or Social Care	D				
Of providing support to people with mental health issues / tenancy support	D				



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1. Experience and Qualifications (cont.)	E/D	1	2	3	Comments
Experience of working with confidential / sensitive information and knowledge of data protection legislation	D				
Experience of lone working	D				



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2. Skills and Competencies	E/D	1	2	3	Comments
Understands need to promote independence and ability to support development of daily living skills	E				
Excellent interpersonal skills / ability to communicate verbally and in writing, in English	E				
Organisational skills	E				
Ability to work on own initiative	E				



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2. Skills and Competencies (cont.)	E/D	1	2	3	Comments
Motivational skills	E				
Problem solving skills	E				
Ability to function effectively as part of a team	E				
Driving licence and use of a car	D				
Considered and sensible (common sense) approach	E				



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3. Attitude and Personality	E/D	1	2	3	Comments
Warm and Empathic	E				
Calm under pressure	E				
Professional Approach	E				
Enthusiastic and self-motivated	E				
Uses initiative appropriately	E				



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3. Attitude and Personality (cont.)	E/D	1	2	3	Comments
Awareness of / appreciation of confidentiality	E				
Understanding of and commitment to Equal Opportunities.	E				
Able to perform all duties and tasks with reasonable adjustments in accordance with provisions of Equality Act 2010	E				



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Key:	Overall Summary
<p>E = Essential – skills, qualities, experience considered essential for the role</p> <p>D = Desirable – skills, qualities considered desirable for the role</p> <p>Assessment:</p> <ol style="list-style-type: none"> 1. meets criteria well 2. meets criteria adequately 3. does not meet criteria <hr style="border: 0.5px solid black; margin: 10px 0;"/> <p>Successful/Unsuccessful/Reserve</p> <p>Completed by: (sign)</p> <p>Date</p>	