



PERSON SPECIFICATION

Manager - Young Adults Service

ATTRIBUTES	ESSENTIAL/DESIRABLE CRITERIA	
JOB/ TECHNICAL KNOWLEDGE, SKILLS	E	Knowledge of mental health issues, and empathetic to the needs of service users
	E	Relevant Degree or equivalent in relevant subject, or substantial relevant CYP practitioner experience
	D	Post graduate qualification in psychological therapy-based and or supervisory qualification
	E	Good IT skills including use of MS Word, Excel, use of databases and Social Media
	E	Knowledge and understanding of person-centered services and client involvement activities
	E	Experience of working with young people living with or recovering from mental ill health
	E	Good understanding of clinical and non-clinical mental health/wellbeing interventions
	E	Experience of managing day-to-day service provision
	E	Competent to co-ordinate and supervise staff and projects, including across remote teams and multiple geographical areas.
	E	Ability to manage services to ensure the delivery of high-quality, safe and effective support
	D	Experience of working in/with a charity or the voluntary sector
	PEOPLE SKILLS	E
E		Significant experience of managing staff, including those in community support roles
E		Ability to relate professionally, and effectively with all stakeholders – internally clients, staff and volunteers; externally with other agencies personnel
E		High level verbal and written communication skills
ADMINISTRATION SKILLS	E	Personal and organisational time management skills
	E	Ability to plan and prioritise own workload, and to oversee that of the CYP transition staff team.
	D	Experience of using client management systems for recording, monitoring and reporting
	D	Experience of working to budgets and managing project resources

	E	Proven experience of service systems and administration
OTHER	E	Car driver and use of a car
	E	Understanding the importance of confidentiality/ data protection
	E	Understanding of and commitment to equal opportunities for individuals with mental health problems
	E	Ability to work flexibly to meet the needs of the service