

Family Mentoring Officer - JOB SPECIFICATION

KNOWLEDGE & EXPERIENCE	ASSESSMENT	ESSENTIAL OR DESIRABLE
A health, childcare, social care, counselling or other relevant professional or academic qualification	Application	Essential
Knowledge and understanding of the needs of Children and Young people who are disadvantaged and disengaged (at risk)	Application	Essential
Knowledge of the roles and responsibilities of statutory and voluntary services and experiences of liaising with them	Application & Interview	Essential
Understanding of Safeguarding for children and vulnerable adults	Application & Interview	Essential
Experience of direct work with children and families and vulnerable adults	Application & Interview	Essential
Experience of working in culturally diverse communities	Application & Interview	Essential
Experience of working with people in their homes	Application & Interview	Essential

ABILITIES & SKILLS	ASSESSMENT	ESSENTIAL OR DESIRABLE
Ability to motivate young people and adults	Application Interview	& Essential
To ability to supervise and manage staff and volunteers	Application Interview	& Desirable
Ability asses needs using appropriate criteria, methods and work templates	Application Interview	& Desirable
Ability to write reports to a high standard	Application Interview	& Essential
Ability to maintain accurate records and databases	Application Interview	& Essential
Ability to communicate with a variety of people at different levels using various resources	Application Interview	& Desirable
Ability to work with your own initiative and within team	Application Interview	& Essential
Ability to work weekends and evenings	Application Interview	& Essential
Ability to be flexible and accommodating to the needs of the project/ organisation	Application Interview	& Essential
Ability to speak fluent Bengali & English	Application Interview	& Essential