

Person Specification

We have described below the range of qualifications, experience, knowledge, skills and attributes we are looking for. We will use this to manage our selection process and also to identify training/development needs once in post. We aim to recruit individuals who largely satisfy these criteria. Shortlisted candidates will need to demonstrate how they meet the essential criteria.

Job Title:	Family Practitioner	Service:	Family Services
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	Essential/ Desirable Criteria	Key for Assessment
Qualifications		
NVQ Level 3 in Child Care or Health and Social Care or equivalent	E	A/Q
GCSE Math and English Grade C or equivalent	E	A/Q
Qualification or degree in Social Work, Psychology, Early Years, Social Care, Youth Work, Working with Children and families	D	A/Q
Additional relevant training and/or experience (e.g. mediation, Cafcass, supervising contact, SPIP, DAPP, parenting programmes)	D	A/Q
Experience		
Direct work with parents and children	E	A/I
Experience of carrying out family/child assessments and report accurately with analysis	E	A/I
Experience of producing written reports which are factual, grammatically correct and professionally produced within time frames	E	A/I
I.T skills (for example working with databases, spreadsheets, e-mail, virtual meetings, presentations, online calendars, intranet, internet and word processing programmes)	E	A/I
Knowledge		
Knowledge of the Children Act, Private law proceedings, Cafcass, NACCC, contact centres and family law	E	A/I
Knowledge of child development, attachment, mental health, parenting, domestic abuse, parental separation, parental alienation and implacable hostility	D	A/I
Knowledge of safeguarding children, child protection and understanding of risk	D	A/I
Knowledge of data protection, GDPR and dealing with confidential information	D	A/I
Skills/Attributes		
Ability to build positive relationships, communicate and work effectively with a wide range of people	E	A/I
Ability to work with those who are reluctant to engage in services	E	A/I
Ability to plan and prioritise workload and meet deadlines	E	A/I
Ability to anticipate, diffuse and manage conflict and deal sensitively with people under stress	E	A/I

Key for assessment:

A=Application form, I=Interview, P=Presentation, E=Exercise, T=Test, Q=Qualification, Y=Young Persons Panel

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Registered Charity No: 222533



Role requirements		
Able to demonstrate an understanding of safeguarding as it relates to the Service	E	A/I
Available to work flexibly in accordance to the needs of the role and unsociable hours (evenings and weekends)	E	A/I
Ability to carry out work alone and use own initiative as well as work as a team and contribute to development	E	A/I
To comply with all Health & Safety Policies and Procedures, including risk assessments	E	A/I
Commitment to meet individual, team and business plan goals and objectives	E	A/I
Contribute and respond to the monitoring of own work via supervision	E	A/I
Membership of relevant Professional Bodies i.e. HCPC	D	A/I
Current car driving license available for work with business insurance to enable work on different sites (Class 1 business use insurance essential for vehicle users)	D	A/I

Date produced: January 2026

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