**Person Specification**

**Post: Support & Integration Caseworker**

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|  **Post Requirement** | **Criteria** | **Essential/Desirable** | **Assessment** |
| **Experience:** | * Experience of working with refugees, people seeking asylum and community organisations.
* Experience of working with vulnerable adults and children
* Experience of planning and facilitating meetings and events.
 | **E****E****D** | Application form and interview   |
| **Knowledge:**  | * Knowledge of local social opportunities which will help support integration into life in Calderdale
* Understanding of issues affecting people seeking asylum
* Local and national developments in relation to people seeking asylum.
* Knowledge of relevant legislation concerning people seeking asylum
 | **E****E****D****D** |  |
| **Skills:**  | * Ability to form new and positive relationships with new arrival asylum whilst maintaining professional boundaries.
* Ability to perform outreach work and organised drop-in sessions in a variety of areas where dispersal takes place, through use of car or public transport.
* Ability to work well within a team of full time, part time staff and volunteers.
* Good analytical and organisational skills.
* Good verbal communication and understanding of importance of nonverbal communication.
* Ability to use initiative to resolve problems in stressful or challenging situations, where there are conflicting demands and priorities.
* Partnership building and development skills, reaching a wide variety of organisations and services.
* Ability to deliver training sessions, in particular on the Asylum Process.
* Computer literacy.
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