**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. | **E**  **E**  **E**  **E**  **E**  **E**  **E**  **D**  **E** |  |