

## PERSON SPECIFICATION

### POST: FOOTCARE ASSISTANT

*Please ensure that you show **how** you meet the following requirements when completing your application form.*

<b>ESSENTIAL REQUIREMENTS</b>	
	<b>PERSONAL ATTRIBUTES</b> <ol style="list-style-type: none"> <li>1. A caring, compassionate, and professional approach to supporting older people.</li> <li>2. Ability to work within clear non-clinical and professional boundaries.</li> <li>3. Reliable, well-organised and punctual, with good time management skills.</li> <li>4. Willingness to learn, reflect on practice, and seek guidance when required.</li> </ol> <p><i>Method of assessment: Application form/Interview</i></p>
	<b>KNOWLEDGE AND UNDERSTANDING</b> <ol style="list-style-type: none"> <li>1. Awareness of the issues affecting older people and those who require care and support.</li> <li>2. Understanding of the importance of dignity, independence, choice and wellbeing.</li> <li>3. Basic understanding of safeguarding principles and the importance of reporting concerns.</li> <li>4. Understanding of confidentiality, data protection and secure record keeping.</li> <li>5. Awareness of the role of signposting and referral to other services.</li> </ol> <p><i>Method of assessment: Application form/Interview</i></p>
	<b>SKILLS AND EXPERIENCE</b> <ol style="list-style-type: none"> <li>1. Ability to communicate clearly, sensitively, and respectfully with clients, carers and colleagues.</li> <li>2. Good listening skills and the ability to build positive, professional relationships.</li> <li>3. Ability to provide care and support in a way that promotes independence, dignity, privacy and choice.</li> <li>4. Ability to work independently, including planning and managing an allocated caseload.</li> </ol>

<p>5. Ability to record accurate written information and maintain clear records.</p> <p>6. Basic numeracy skills, including handling and recording payments in line with procedures.</p> <p>7. Ability to follow organisational policies, procedures and instructions.</p> <p>8. Confidence or willingness to learn to use electronic databases and IT systems.</p>	<p><i>Method of assessment: Application form/Interview</i></p>
<p><b>GENERAL REQUIREMENTS</b></p> <p>1. Commitment to equality, diversity, and anti-discriminatory practice.</p> <p>2. Commitment to respecting and upholding the rights of clients.</p> <p>3. Willingness to undertake mandatory and role-specific training, and to participate in supervision and team meetings.</p> <p>4. Must hold a UK driving licence and be willing to travel to meet the requirements of the role.</p>	<p><i>Method of assessment: Application form/Interview</i></p>
<p><b>DESIRABLE CRITERIA</b></p>	<p>1. Experience of working with older people or other vulnerable groups</p> <p>2. Experience of working within health, social care, community or voluntary sector services.</p> <p>3. Experience of delivering foot and nail care, or similar personal care support.</p>
<p><i>Method of assessment: Application form/Interview</i></p>	