

PERSON SPECIFICATION

JOB TITLE: Housing Adviser (Young People)

GRADE: NICS EOI: £28,706 - £29,307

RESPONSIBLE TO: Advice Services Manager

	Essential	Desirable
Education/ Training	<ul style="list-style-type: none"> * A Minimum of 5 GCSE's, or equivalent, Grades A-C, including English and Mathematics 	<ul style="list-style-type: none"> * Evidence of relevant qualification in related discipline <i>E.g. Housing, Law, Social Policy</i> * Training in relevant areas relating to client group such as POCVA, mental-health impact
Relevant experience/ training	<ul style="list-style-type: none"> * At least six months' full-time (or equivalent part-time) experience obtained in the last 5 years (or equivalent), of providing advice to the public in a social welfare or legal context * At least six months' full-time (or equivalent part-time) experience obtained in the last 5 years (or equivalent), of managing a complex case load * Demonstrated knowledge of the housing issues/challenges faced by young people in NI * Demonstrated experience of effective collaborative working to achieve desired results * Demonstrated experience obtained in the last 3 years, of excellent ability to effectively engage and communicate with young people * Experience and skills in the use of I.T. Systems. <i>E.g. Microsoft Office applications</i> 	<ul style="list-style-type: none"> * At least one years' full-time (or equivalent part-time) experience obtained in the last 5 years (or equivalent), of providing advice to the public in a social welfare or legal context * At least one years' experience obtained in the last 5 years, of providing personal representation for clients in NI <i>E.g. Youth Justice arena; Court; Tribunal; Case Conferencing</i> * At least one years' experience obtained in the last 5 years, of managing a complex case load and challenging decisions of statutory agencies/public bodies * Demonstrated experience obtained in the last 5 years, of effective collaborative working such as organising service development

**Skills/
Attributes**

* Demonstrated ability to work innovatively and persuasively with clients and stakeholders to influence, persuade and achieve change and positive solutions

* Excellent written and verbal communication skills with ability to communicate effectively across a wide range of audiences

Empathetic

Enthusiasm and passion for making a difference to the lives of young people in NI

Strong adherence to equality and diversity values/legislation

Commitment to the Mission and Aims of Housing Rights with a strong focus on our values of Co-operation, Equality, Independence, Quality and Respect

Other

* Ability to work evenings and weekends when required

* A full valid driving licence or ability to meet the mobility requirements of the post

meetings and/or user/focus groups to achieve desired results

* Demonstrated experience obtained in the last five years, of excellent ability to effectively engage and communicate with young people

*** Denotes criteria to be used in short-listing process.**

September 2021