

PERSON SPECIFICATION FOR AN ILF ASSESSOR (ILFA)

- *Qualification.* A qualified social worker or equivalent (for instance a qualified Occupational Therapist or Community Nurse who has worked as a Care Manager) with significant experience in the field of adult social care and/ or Transitions. An enhanced CRB check will be required.
- *Experience.* One of the most important points is that they have had recent experience of setting up complex care packages, and also that they are familiar with the costing of care packages. It is essential that they are comfortable with concentrating on the financial aspects of care packages. Knowledge and understanding of Direct Payments is very desirable. An awareness of employment issues with regard to PAs is also very desirable. Normally someone with several years' experience of working in the field would be required.
- *Ability to work alone.* They need to appreciate the fact that they do not have colleagues around them for support and information, although this will be available by telephone.
- *Flexibility and availability.* They need to have sufficient availability so that they are able to arrange visits with LASWs without too much difficulty. Someone who only has 1 or 2 fixed days available would probably not be suitable. They also need to appreciate that the flow of work will not be steady, and cannot be guaranteed, so they will not have a fixed regular income, and they will need to tolerate a variable workload. They need to be able to be in contact with the Nottingham office by Email.
- *Location of work.* They need to be willing to cover the area where the ILF does not have sufficient ILFAs, and as far as possible they should live in or close to this area to reduce travelling costs to a minimum. It is also desirable for them to have flexibility to cover neighbouring areas when other ILFAs are away.
- *Personal qualities.* An ability to communicate easily with clients, and quickly establish a rapport is essential. They need to be prepared to pay attention to detail, and produce clear and well-ordered reports. They need to understand that their role is to carry out a focused piece of work involving a one-off assessment and recommendation.
- *Commitment to Independent Living.* They need to show an interest and commitment to the principles of enabling people to live in the community with as much choice and control over their care arrangements as possible.