

**Rochdale Borough Council
Person Specification**

Service :	Economy and Place Directorate	Post:	Housing Solutions and Homelessness Manager
Section :	Strategic Housing	Post Number :	
Job Ref:		Grade:	Grade 9

Note to Applicants:

The *Essential Criteria* are the qualifications, experience, skills or knowledge you **MUST SHOW YOU HAVE** to be considered for the job.

The *How Identified* column shows how the Council will obtain the necessary information about you. If the *How Identified* column says the **Application Form** next to an *Essential Criteria* you **MUST** include in your application enough information to show **how** you meet this criteria. You should include examples from your paid or voluntary work.

The Council is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects staff to share this commitment.

Criteria	Essential (E) or Desirable (D)	How Identified: AF Application Form I Interview A Assessment
(a) Special Working Conditions		
1 Please confirm you are a Rochdale Council employee or an agency worker who has 13 weeks continuous service with Rochdale.	E	AF
2 Attendance at evening or weekend meetings, as directed, will be expected for which compensatory leave will be given in accordance with the local scheme.	E	AF
3 Willingness to undertake and participate in training and development activity.	E	AFI
4 Please confirm you are willing and able to travel in the course of your duties for which appropriate allowances will be paid.	E	AFI
(b) Qualifications and Experience		
5 Degree level housing or similar qualification and/or supervisory experience in homelessness and Housing.	E	AFI
6 Experience of delivering operational housing, homelessness and accommodation services at a senior level, and best practice	E	AFI
7 Experience of developing and maintaining effective and influential relationships and partnership, both internally and externally, to deliver highly successful partnership / multi-agency working.	E	AFI
8 Confidence, experience and skills to challenge, persuade and negotiate at all levels and in difficult circumstances, both within own organisation and external partners and / or contractors.	E	AFI
9 Strong understanding of safeguarding legislation and thresholds, and knowledge of trauma-informed, strengths-based and person-centred practice.		
10 A successful record of leading, motivating and managing staff, to achieve continuous improvement.	E	AFI
(c) Skills and Knowledge		

11	In depth knowledge and understanding of housing issues and the implications, priorities and challenges across sectors and in related areas; for example social housing, registered housing providers, homelessness, private sector housing, welfare reform and local welfare provision.	E	AFIA
12	Detailed knowledge of housing legislation, as applicable across relevant work streams. Such as Housing Act 1996.	E	AFI
13	Ability to work autonomously; to plan, organise and prioritise workload and resources whilst under pressure and meeting deadlines.	E	AFI
14	Able to prepare and present reports, outcomes, and materials, with excellent written skills	E	AFI
15	Excellent communicator with an ability to understand and explain complex information to a range of audiences, able to offer solutions and make appropriate recommendations.	E	AFIA
16	Able to motivate, lead and inspire others for the continuous improvement to the service.	E	AFIA
17	Ability to show initiative, strategic and political awareness demonstrated in problem solving and decision making.	E	AFIA
(d) Behaviours and Values			
18	<p>Approach the job at all times using the values set out below:</p> <ul style="list-style-type: none"> • Proud of the difference we make • Passionate about the diversities of the Borough • Pioneering and Open in our Approach <p>Please confirm you are willing to adhere to these values and behaviours.</p>	E	AFIA
19	<p><u>Strategic Housing Service Principles</u></p> <ul style="list-style-type: none"> • We build trust in our service by delivering a consistent experience for everyone • We work in solidarity with colleagues and people, recognising and responding to the changing needs of our borough and services • We achieve through taking shared responsibility and challenging each other to continuously have a positive impact on people's lives <p>Please provide an example/s of how you have worked to realise these types of principles – this could be in your work, volunteer, or other activities</p>	E	AFIA