

Person Specification: Project Worker – Older Refugees

	Essential
Qualifications	<ul style="list-style-type: none"> • Good basic education to GCSE standard or equivalent or demonstrate equivalent experience.
Experience	<p>The Project Worker should have at least one of the following:</p> <ul style="list-style-type: none"> • One year's experience of working with older people preferably from essential refugee communities • Two year's experience of working in a community based organisation or voluntary sector, or a provision which targets to provide services to refugees • One year's experience of working with, and has supported refugees to gain access to public services and welfare benefits which they are entitled to. The work environment is preferably from refugee communities.
Skills/ Knowledge/ Abilities	<p>The Project Worker should:</p> <ul style="list-style-type: none"> • Be sensitive to a range of issues particularly related to older people and refugee communities • Have good report writing skills • Have good time management and good organisation skills • Have good interpersonal communication skills • Have good problem solving skills • Be sensitive to a range of cultural backgrounds • Have the ability to communicate in fluent English, and be able to communicate effectively and liaise with a wide range of people • Have the ability to work with others as a team as well as to work independently

	<ul style="list-style-type: none"> • Have good people management and project management skills • Have good team leading skills as well being a team player • Have an updated and working knowledge of IT • Be motivated and a positive influence • Respect confidentiality in relation to information received • Have the ability to prepare documents for marketing, reports, and to analyse and present data • Have a basic understanding of financial and accounting procedures • Be committed to provide high quality standard of services to the community • Have good presentation skills.
<p>Work related</p>	<ul style="list-style-type: none"> • Willingness to work in a flexible manner • Willingness to participate in appropriate training • Willingness to comply with MRSN Health and Safety Policy.