greensleeves care

Person Specification – Care & Compliance Manager

	Essential	Desirable
Qualification	QCF Level 4 in care or other relevant qualification	NVQ 4 or above in care or other relevant qualification Accredited dementia training
Experience & Knowledge	Experience of managing staff in a Care Home or similar environment Experience of working in a dementia unit or dementia home for 2 years. Working knowledge of MCA and DOLS An understanding of the importance of confidentiality High level of care knowledge An understanding of person centered-care	Experience as a Home Manager or Deputy Manager Experience of working with budgets
General Aptitude	Appropriate levels of skill in Maths & English Strong communication skills Strong organizational skills Able to use standard MS office packages (Word/Outlook/Excel)	
Specific Skills	Ability to liaise with specialist professionals including Mental Health teams, CCG and Community Health Practitioners.	First Aid qualifications
Personal Qualities	Flexibility to alternate working pattern, provide cover and attend emergencies outside of normal working hours	