**Person Specification**

**Job title: Dual Diagnosis Advocate – qualified and unqualified (Fixed term)**

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|  | **Essential** | **Desirable** |
| **Experience** |  | Experience of working with people with substance misuse and/or mental health issues. |
|  |  | Experience of managing a caseload of clients, managing a project and research. |
| **Knowledge and Understanding** | Knowledge of the Mental Health Act, Mental Capacity Act, Care Act or NHS complaints legislation | Knowledge of mental ill-health and recovery |
|  | Detailed knowledge of the principles and role of advocacy, the various types of advocacy including statutory advocacy. |  |
|  | Knowledge of health and social care systems |  |
|  | Knowledge of the challenges faced by people whose independence or wellbeing is at risk |  |
|  | Knowledge of the importance of client confidentiality and boundaries within one-to-one casework. |  |
| **Skills and Abilities** | Experience of using appropriate IT systems and software,for example Microsoft Office and database input | Full driving licence and access to a car for regular travel |
|  | Strong interpersonal skills and ability to work as part of a team |  |
|  | Strong organisational and time management skills |  |
|  | Strong verbal and written communication skills |  |
| **Personal Attributes** | Conscientious approach to service delivery |  |
|  | A commitment to equality and diversity |  |
|  | Commitment to the values and ethos underpinning the principles of advocacy work. |  |