### **Person Specification**

### **Job Title: Community Navigator**

## **Knowledge and experience**

A commitment to and an understanding of the needs of carers, adults and older people E

Experience of liaising with private, statutory and voluntary organisations E

Experience of providing information, advice and support E

An understanding of Community Care services and Welfare Benefits D

Knowledge of Cheshire West and Chester communities D

Knowledge of local voluntary sector organisations D

**Skills and abilities**

Excellent interpersonal skills including diplomacy and empathy E

Ability to see both the bigger picture and have attention to detail E

Presentation skills and an ability to talk to groups from a wide range

of backgrounds E

Excellent administrative and ICT skills E

Excellent oral and written communication skills E

Ability to work under own initiative as well as part of a team of

paid staff and volunteers E

Good organisational and time management skills E

Flexible and adaptable approach E

Ability to understand and interpret complex information E

Able to travel around Cheshire and Warrington as required E

Innovation and creativity skills D

[E – Essential D – Desirable]