

HUMBERSIDE FIRE & RESCUE SERVICE

PREVENTION AND INCLUSION MANAGER - Grade 11

EMPLOYEE SPECIFICATION

Post Ref: TBC

Temporary

Established ✓

Part-Time

Full-Time ✓

Job Share

	Essential	Desirable	How Measured
Experience	<ul style="list-style-type: none"> • Experience of Prevention training and delivery • Experience of engaging with diverse and under-represented groups • Experience of effective collaborative working with partners in Prevention activities • Knowledge of safeguarding and protecting vulnerable people • Experience in managing a team and supporting the development of colleagues. • Experience of managing challenging behaviours • Experience of effective planning and delivery against strategic aims and project deadlines • Experience of devising practical problem-solving solutions • 	<ul style="list-style-type: none"> • Knowledge and experience working within education and development. • Previous knowledge and experience working within Prevention and Inclusion • Experience of Prevention education delivery to target groups. • Previous experience of effective team management. • Experience of managing budgetary requirements 	Application form Interview
Education/Training/Qualifications	<ul style="list-style-type: none"> • Evidence of CMI Level 3 qualification or equivalent • Evidence and commitment to continuing professional development. • Evidence of Equality, Diversity & Inclusion Training • Evidence of qualifications across levels 1 and 2 in safeguarding adults and children • Numerate and literate to GCSE standard or equivalent. • Have a comprehensive skillset in Microsoft systems and ICT products 	<ul style="list-style-type: none"> • Level 5 qualification in leadership and management or equivalent or working towards • Equality Analysis Training • Safeguarding Adults and Children Level 3 qualification • Health and Safety training i.e. manual handling, IOSH Managing Safely 	Application form Interview Certificates

Knowledge	<ul style="list-style-type: none"> • Thorough knowledge and understanding of safety issues affecting the diverse communities within the Humberside area. • Thorough knowledge and understanding of prevention related information and guidance including safeguarding legislation • Working knowledge of the Public Sector Equality Duty and Health & Social care. • Working knowledge of partner organisations and community groups and their role in protecting communities • Working knowledge of Health & Safety and Risk Assessment procedures • Working knowledge of quality assurance practice • Working knowledge of evaluation methodologies 	<ul style="list-style-type: none"> • Knowledge of change management • Knowledge of Prevention and Inclusion activities • Knowledge of the fire service • Knowledge of Equality Act 2010 	Application form Interview
Skills and Abilities	<ul style="list-style-type: none"> • Excellent interpersonal and communication skills both written and verbal. • Demonstrable supervisory, management and leadership skills • Have strong organisational skills with the ability to prioritise work streams to ensure compliance with key deadlines. • Strong ICT skills for report writing, intervention delivery, presentations, and briefings to a diverse range of stakeholders. • Knowledge of data-based information systems • Knowledge and skills of working with young people 	<ul style="list-style-type: none"> • Experience of dealing with and managing conflict • Experience in working with people with complex and diverse needs. • Experience of data-based information systems (CFRMIS) • Ability to engage, educate and raise the aspirations of young people • Experience of inclusive practices 	Application form Interview
Behavioural Criteria	<ul style="list-style-type: none"> • Works on own initiative and as part of the Prevention team • Proactive and solution focused. • Flexible in adjusting to changing demands. • Ability to challenge in an appropriate manner. • Leads by example with colleagues and team members. • Adaptable to relate and respond to viewpoints of a variety of stakeholders 		Interview

Working Arrangements	<ul style="list-style-type: none">• Able and willing to adjust working times to meet the needs of the Service.• Able and willing to travel to other locations within the Service area and beyond (i.e. national conferences, training courses, other HFRS locations)• Flexible to work evenings and weekends as required		Interview
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