



PERSON SPECIFICATION

POST: Out of Bounds Project/ Pet Lodge Manager

LOCATION: Gorgie City Farm – Pet Lodge

	Essential	Desirable
PHYSICAL REQUIRMENTS		
Physically fit		✓
To have a full driving license.	✓	
QUALIFICATIONS		
Relevant experience and aptitude in working with people with mixed abilities.	✓	
Qualified to Degree level - any subject		✓
Achieved a Scottish Higher or equiv at A or B level in English.	✓	
EXPERIENCE		
Experience report writing or essay writing	✓	
Experience in managing, preparing and submitting funding applications		✓
To have worked with people with learning disabilities, physical disabilities, learning support needs, behavioral support needs.	✓	
		✓
To have an interest and understanding of domestic pets	✓	
Experience of working in the community/voluntary sector.		✓
Experience of managing a funded project, budget and resources		✓
Experience of dealing with the public.		✓
KNOWLEDGE		
To have an understanding of the issues facing marginalised teenagers and looked after children, particularly those who do not engage with their peer group, or in education.	✓	
Knowledge of agencies and service related to young people.		✓
SKILLS AND ABILITIES		
Ability to manage, supervise and support staff, and volunteers with different abilities.	✓	
The ability to manage, understand, and cope with challenging behaviour.	✓	
Ability to plan, organise, prioritise and evaluate ones own work.	✓	
To maintain and understand the need for appropriate boundaries when working with young people.	✓	
To network and collaborate with other organisations to promote interagency work.		✓
Computer literate	✓	
Confidence to plan and manage all programmes of activities and to maximise the involvement of volunteers with support needs in these activities.	✓	
To understand and comply with the Farm's Health & Safety and other Policies	✓	

PERSONAL ATRIBUTES		
Flexibility	✓	
Ability to time manage report writing - confidence about this process.	✓	
Self-motivated leader and team worker	✓	
Practical person who is not afraid of getting their hands dirty	✓	
Likes animals and cares for their welfare.	✓	
EQUAL OPPORTUNITIES		
Understanding and a sensitivity about the discrimination experience by many individuals often excluded from mainstream community activities.	✓	