

**Person Specification**  
**Advocacy Manager, OCD Action**



	<b>Essential</b>	<b>Desirable</b>
<b>Experience &amp; Education</b>	<p>Degree level education or Equivalent</p> <p>2 years minimum experience in Managing an advocacy service</p> <p>2 years minimum experience in Working with, training and managing volunteers</p> <p>2 years minimum experience of managing others</p> <p>A proven track record in personally providing high quality advocacy support.</p>	<p>Recognised advocacy qualification</p>
<b>Skills &amp; Knowledge</b>	<p>Understanding of mental health problems and the needs of service users, including those who have enduring mental health problems.</p> <p>Comprehensive understanding of the Equality Act, relevant Mental Health law and how these relate to people with Obsessive Compulsive Disorder.</p> <p>Comprehensive understanding of advocacy skills and the issues and conflicts related to it.</p> <p>Excellent communication skills, verbal and written</p> <p>A knowledge of mental health services, both voluntary and statutory and their structures and planning processes.</p> <p>Excellent organisational skills, the ability to manage your work programme and work on your own initiative, and as part of a team.</p> <p>Ability to relate to and be sensitive to the needs of a cross section of people, including service users and professionals in the statutory and voluntary sectors.</p> <p>A high level of IT literacy</p>	<p>Knowledge of Obsessive Compulsive Disorder</p>
<b>Attitude</b>	<p>An entrepreneurial and flexible approach</p> <p>Ability to work independently or as part of a team where needed.</p> <p>A desire to make a wider contribution to the work of OCD Action and to the furtherance of Advocacy in the UK.</p>	