



Person Specification

Criteria	Essential	Desirable
Educational Qualifications	<ul style="list-style-type: none"> GCSE's grade C or above or functional skills level 2 in English and Mathematics 	<ul style="list-style-type: none"> Animal welfare or Science degree or higher
Professional/Technical Qualifications	<ul style="list-style-type: none"> Level 3 Diploma in Work-based Animal Care CMI/ILM Level 3 or above management and leadership qualification or equivalent 	
Experience and Knowledge	<ul style="list-style-type: none"> Animal husbandry knowledge and experience, preferably in a private boarding establishment, rescue or rehoming centre Experience dealing with stressful situations in a calm and diplomatic way 	<ul style="list-style-type: none"> Basic animal first aid Experience in microchipping Experience recruiting and managing volunteers Good understanding of GDPR Experience of working in a previous animal welfare role
Skills & Competencies	<ul style="list-style-type: none"> Ability to build and manage staff and client relationships Able to work and communicate well in a team Able to work as a "lone worker" Excellent IT and database skills Effective time management Valid clean full UK manual driving licence 	<ul style="list-style-type: none"> Knowledge/experience of an animal shelter management programme
Personal Qualities	<ul style="list-style-type: none"> Self-motivated and able to work under pressure managing a complex workload Resourceful and able to troubleshoot problems Able to work on own initiative Emotional resilience Flexible attitude to working hours Good standard of presentation Conscientious Must enjoy driving as a large part of the day will be out on the road 	
Special Circumstances (if any)	<ul style="list-style-type: none"> The role will involve some unsociable hours The role will require the incumbent to work at least every other weekend and public holidays Sympathetic to the aims of the RSPCA 	