PERSON SPECIFICATION

Post: Adult Support Worker/Driver	**Date Updated:** November 2026	
	Essential Criteria	**Desirable Criteria**
A. Qualifications and Experience:	• FETAC Level 5 Certificate in Social Care or other similar health care area. **OR** • Be undertaking a FETAC Level 5 Certificate in Social Care or other similar health care area, in which 2-3 relevant modules have already been completed. Candidates will be required to complete the award within the first 3 years of taking up the role. **AND** • Eligible to work in the State.	• Clean class B manual driver's license. • Experience of supporting people with disabilities in an employment, voluntary or personal capacity. • Experience providing personal care to adults. • Experience working with adults in social/leisure settings. • Experience of working in community/non-centred based settings. • Basic IT skills. • Good knowledge and experience of routine vehicle maintenance. • Experience of positioning and clamping wheelchairs and their occupants in vehicles.
B. Organisational and Professional Knowledge:	• Broad knowledge of Enable Ireland and an understanding of the core values of the organisation. • Understand the importance of promoting the health, welfare and social wellbeing of Service Owners in the service.	• Aware of the disability sector and of the Social Model of Disability. • Knowledge of New Directions and experience of the person centred approach.
CORE COMPETENCIES **C. Planning and Organising of Activities and Resources:**	*The post holder will demonstrate an ability to:* • Support Service Owners with their day programme. • Demonstrate an awareness of resources management. • Clear, written presentation skills.	• Presentation skills.

	• Strong communication skills. • Demonstrate ability to use initiative.	
D. Integrity and Decision Making:	• Make ethical, informed decisions based on the best available information while taking into account the context and situation within which the decision is being made. • Maintain accurate written records, and reports in accordance with professional guidelines. • Understands the importance of confidentiality. • Demonstrate reflective practice techniques to guide their practice. • Demonstrate problem solving skills.	
E. Professional Development and Standards in Services:	• Promote health, welfare and social wellbeing of Service Owners in the service. • Understand relevant legislation and professional standards to ensure compliance with best practice. • Respect the policies of Enable Ireland in relation to confidentiality, boundaries, dignity and respect.	
F. Building and Maintaining Working Relationships:	• Develop and promote good interpersonal relationships with Service Owners and their families. • Ability to communicate at all levels within the service. • Disseminates information appropriately in a clear manner. • Develop and maintain communication links with other agencies as appropriate. • Excellent interpersonal and written communication skills.	• Experience in making decisions in consultation with team members.
G. Team Working:	• Realise the importance and complexity of teamwork and	

	how as a team member their contribution is effective. • Ability to work collaboratively with others. • Actively participates in team meetings.	
H. Special Aptitudes and Circumstances:	• Pro-active approach to overall performance. • Innovative and creative. • Person-centred philosophy. • Child and family focus. • Flexibility, adaptability and openness to change. • Willingness to embrace service developments and changes.	