

**Person Specification**  
REGIONAL FACILITATOR (Self-Employed)  
CM Mentoring & Peer Support Project 2024

<b>Skills, qualities and experience:</b>	<b>Essential/Desirable:</b>
Professional qualification – for example in teaching and learning, speech and language therapy, or other relevant qualification	Essential
Understanding and experience of AAC devices	Essential
Experience of working within health, social care and/or education	Essential
Good communication and interpersonal skills	Essential
Ability to manage own work tasks (for example, planning events, communicating with participants and partners, maintaining records in accordance with requirements from Communication Matters)	Essential (Support & guidance will be provided regarding records required for CM)
Competent in using IT, online documents and related software, including Microsoft Word, Excel, PDF, Zoom and Teams	Essential
Use of own laptop	Essential
Evidence of self-employment with HMRC	Essential
Proof of insurance; Public Liability and Professional Indemnity	Essential
Knowledge and experience of assessing vocational qualifications	Desirable (Training & guidance will be provided if required)
Experience in delivering short courses or workshops	Desirable (Training & guidance will be provided if required)
Current DBS - enhanced	Desirable (CM will arrange as required)