



ROOKHOW

Quaker Meeting House and Bunkbarn

Rookhow Assistant Development Worker

Person Specification

Task	Essential or desirable
Ability to prioritise / manage competing demands	Essential
Flexibility	Essential
Familiarity with word processing software, spreadsheets and email	Essential
Good communicator both in writing and in person	Essential
In sympathy with Quaker values	Essential
Used to working on your own initiative	Essential
Good organisational skills	Essential
Experience of learning new software tools	Desirable
A member or attender of a Quaker meeting	Desirable
Experience of working for an accommodation provider	Desirable
Experience of working in a frontline role with people	Desirable
Experience of working in the voluntary sector	Desirable