



**The Appropriate  
Adult Service Ltd.**

## **APPROPRIATE ADULT PERSON SPECIFICATION**

### **Essential Criteria\***

### **Measure By**

- |    |   |                                       |
|----|---|---------------------------------------|
| 1. | Must be at least 18 years of age  | <b>Application</b>                    |
| 2. | Must live no more than 1 hour away from designated police station   | <b>Application</b>                    |
| 3. | To demonstrate sufficient time and flexibility to carry out the role of an appropriate adult  | <b>Interview</b>                      |
| 4. | To work with colleagues as part of a team to meet our standards of practice.  | <b>Interview</b>                      |
| 5. | To be able to communicate well both orally and in writing.  | <b>Application/Interview</b>          |
| 6. | To be able to communicate effectively with vulnerable adults and young people from a variety of backgrounds in line with equal opportunities. | <b>Interview</b>                      |
| 7. | To demonstrate an independent and impartial view in relation to all parties involved.   | <b>Interview</b>                      |
| 8. | To be able to maintain confidentiality  | <b>Interview</b>                      |
| 9. | Understanding of safeguarding issues  | <b>Application/Interview/Training</b> |

### **Desirable Criteria\***

### **Measure By**

- |    |   |                             |
|----|---|-----------------------------|
| 1. | Knowledge of the role of an appropriate adult                     | <b>Interview</b>            |
| 2. | To demonstrate an ability to complete forms clearly and concisely | <b>Application/Training</b> |
| 3. | To demonstrate flexibility in relation to undertaking call-outs   | <b>Interview</b>            |