



INDEPENDENT CUSTODY VISITING SCHEME (ICVS)

PERSON SPECIFICATION

Essential Criteria		Evidence
1	Applicants must be at least 18 years of age.	Application
2	Applicants must live or work in Cheshire.	Application
3	Resident in the UK for at least three years prior to date of application.	Application
4	Demonstrate an ability to complete forms accurately, clearly and concisely.	Application
5	Demonstrate excellent oral and written communication skills.	Application and Interview
6	Demonstrate sufficient time, flexibility and commitment to carry out the role of an Independent Custody Visitor (ICV).	Interview
7	Work with fellow ICVs as part of a team to meet the requirements of the ICV Scheme.	Interview
8	To undertake visits safely and abide to procedures outlined in the 'Memorandum of Understanding' and 'Scheme Guidance'.	Application and Interview
9	Demonstrate respect for people from diverse communities and be able to communicate effectively with people from a variety of backgrounds in-line with equal opportunities, using translation support where necessary.	Application and Interview
10	Demonstrate an independent, impartial and non-discriminatory view in relation to all parties involved in the custody visiting process.	Interview
11	Be reliable and punctual.	Interview
12	Demonstrate excellent observational and listening skills.	Interview
13	Be able to maintain confidentiality.	Interview
14	Access to appropriate transport to undertake programmed visits.	Interview
15	Can demonstrate the ability to use problem solving skills, especially in difficult situations.	Application and Interview
Desirable Criteria		Evidence
16	Some knowledge of the criminal justice system and custody visiting.	Interview
17	Basic knowledge of mental health problems, learning difficulties and issues affecting children and young people.	Interview

Please note that ICVs cannot be serving Magistrates, police officers, Police Community Support Officers (PCSOs), special constables, police staff or OPCC staff. All applications will be considered, however, care will be taken to avoid any potential conflict of interest. Applicants who have previously served as Magistrates, police officers, PCSOs, special constables, police or OPCC staff and are no longer in this role must allow a three-year time lapse from their employment prior to applying for the role of an ICV.