# Shortlisting questions for Welfare Support Manager

## Guidance for applicants

As part of your application, you will need to provide answers to some shortlisting questions.

Do not send this document as a separate attachment. You will answer these questions on the online application system.

Your answers to the shortlisting questions are the most important part of your application. They will be used in the shortlisting process to assess whether:

* you meet the essential requirements for the role set out in the person specification
* you should be offered an interview.

Before you start your application, please read our guidance on [completing the application form](https://www.brighton-hove.gov.uk/jobs/council-jobs/application-form-guidance) and [on answering shortlisting questions](https://www.brighton-hove.gov.uk/jobs/council-jobs/shortlisting-questions-guidance). These give important advice which will increase your chance of success in the shortlisting process.

These are the questions you will be asked in the online application for this role. Do not answer them on this document. Instead, add your answers in the boxes that will appear as you go through the online application process.

1. Please tell us your personal experience of being responsible for the gathering and reconciliation of data from multiple sources. What are some of the challenges you faced?

2. Please give an example demonstrating how you engage and build relationships with stakeholders such as residents, work colleagues, and partner agencies to resolve problems, and deliver solutions and change while ensuring accessibility and inclusion.

3. What challenges have you faced when delivering a project and how have you used your negotiating and influencing skills to resolve them?