

Person Specification

Post Title

Ward / Department Manager

Job Requirements	Assessment	Weighting
Professional /technical Qualifications		
RGN.	A	1
Evidence of Continuing Professional development/ qualification relevant to area of speciality. *** (SEE BELOW)	A, I	1
Experience and Knowledge		
	0	
Extensive post Registration experience and experience at Band 6 or equivalent in relevant speciality.	A, I	1
Substantial experience of leading and managing a clinical team demonstrating	A, I	1
• Managerial ability	A, I	1
• High level clinical skills and knowledge.	A, I	1
• Evidence of coordinating and managing day to day operational issues on a regular basis .	A, I	1
• Experience in teaching and training of staff	A, I	1
• Experience in undertaking a preceptor/mentor role.	A, I	2
• Involvement in Nursing audit and Research	A, I	2
• An awareness and understanding of national and local issues that affect Nursing and the NHS as a whole. Up to date knowledge and understanding of nursing policy and practice relevant to speciality	A, I	1
• Leadership ability – completion of LEO 3 day programme or equivalent	A, I	2

Skills and Ability		
• Ability to work and communicate effectively within a multidisciplinary team setting within and outside the Trust.	All	1
• Evidence of excellent communication skills including verbal, non verbal and written.	All	1
• Evidence of excellent Patient documentation and record keeping skills.	All	1
• Excellent interpersonal skills with professional credibility	All	1
• Time management skills with an ability to act on own initiative and be both self directed and motivated in the work environment.	All	1
• Positive attitude to change with a proven ability to assist in the implementation of change and practice development.	All	1
• Sound Microsoft office PC and Sema Pas skills	I	1

Job Requirements	Assessment	Weighting
Personal Qualities <ul style="list-style-type: none"> • Awareness of professional and personal limitations. • Ability to inspire confidence in others , demonstrating strong leadership qualities and acting as a positive role model to other members of the team. • Strong Team worker • Flexible and Adaptable in approach • Ability to work flexibly to meet service needs 	A, I I I I I	1 1 1 1 1
Personal Circumstances Ability to work at all Trust sites	I	1

Key

Assessment	Weighting
A Application Form / CV I Interview All available Data	1 Essential 2. Desirable

*****Specific Professional development/ qualification required as essential for the following posts .**

ITU . ENB 100 or equivalent
Cardiology ENB 124/125 or equivalent.
Neonates ENB 405 or equivalent.
Haematology / Oncology ENB 237/N59

