

## EMPLOYMENT CRITERIA/PERSON SPECIFICATION

The purpose of this specification is to identify the attributes required by applicants to perform the duties described in the job description. These are identified as either essential, ie those without which the job could not be performed adequately, or desirable, ie those which, although not essential, could enhance job performance. These criteria should be capable of being measured in some way through the selection process either by information given on the application form and references or by aptitude test results or questions planned for the interview. The specification should be used to shortlist applicants and to compare how well candidates match the agreed specification.

People with disabilities may apply for this post. Please specify here if there are any physical or mental impairments/disabilities which may prevent performance of this post to an acceptable level.

You may be asked what arrangements - if any, can be made to overcome the disability ie provision of equipment or changes to the physical working environment/job tasks.

**Post Title:      Nurse Education Lead Band 6                      Division C /Department:    Pharmacy**

Headings	Essential	Desirable	Means of Assessment	Interview Comments Name of Candidate:
<b>Physical requirements of the post</b>	Sickness absence should not exceed more than 4 occasions in the past 12 months of employment (or previous employment) Able to communicate effectively			
<b>Qualifications training required</b>	RGN/RN Diploma level education (or equivalent) Evidence of ongoing professional development. Evidence of competency in teaching and assessing Evidence of further study within speciality	Supervision of pre and post registration students Leadership training IT training		
<b>Previous or relevant experience necessary</b>	Clinical skills and experience in relevant area of clinical practice. Clinical experience at Senior Band 5/equivalent or above Experience in writing SOPs/policies and putting them into practice Experience of working in a team Experience of training others Ability to work independently and without direct supervision	Change Management, clinical practice development. Experience of carrying out audit work Experience of an ePrescribing system Presentation skills		
<b>Aptitudes and skills required</b>	Confident of own knowledge base, aware of learning needs and seeks	Negotiation skills Awareness of own		

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	<p>guidance when appropriate. Excellent verbal and written communication. Confident giving presentations and teaching sessions Ability to analyse and critically evaluate complex information and provide advice in clinical settings in relation to clinical practice or governance. Ability to manage change in a complex environment Ability to deal with difficult situations Ability to influence and negotiate Able to achieve targets. Flexibility to work in different environments Good IT skills IT skills (Word processing, email and internet as minimum)</p>	<p>leadership skills/style Able to solve problems Experience with databases</p>		
<b>Personal qualities</b>	<p>Positive attitude, problem-solving approach. Evidenced based care philosophy. Enthusiasm for nursing and speciality. Team player with good working relationships and able to work across organisational boundaries. Appropriately assertive, able to listen to others views, supportive to others Tactful with awareness for need of patient confidentiality Uses initiative, and able to explain own decisions. Calm under pressure, dependable and punctual</p>	<p>Ability to think logically and laterally</p>		
<b>Special requirements of</b>	<p>Able to travel between sites. Self-motivated</p>	<p>Organisational awareness.</p>		

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<b>the post</b>	Flexibility to working hours Clear about professional accountability re. Autonomous practice.			
<b>Living the Trust values:</b>	Able to demonstrate behaviours that meet the Trust Values  Patients First Fresh Thinking Working Together		Application and interview	
<b>Outside interests</b>	Able to relax outside of work.	Interests/activities indicating teamwork, leadership, stress management.		<b>Appoint:</b>  <b>No</b>

If rejecting candidate please indicate main reasons:

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