

## PERSON SPECIFICATION

### Theatre Clinical Co-ordinator

<b>Education and Qualifications</b>		<b>Essential</b>	<b>Desirable</b>	<b>To be evidenced by *</b>
<b>Q1</b>	RN either on Part 1, 2, 7, 8, 12 or 15/C&G 752/NVQ Level 3/Dip HE in Operating Room Practice.	✓		A / I
<b>Q2</b>	Educated to Diploma/Degree level (working towards this)		✓	A / I
<b>Q3</b>	Teaching qualification or experience	✓		A / I
<b>Q4</b>	Evidence of on-going formal professional development	✓		A / I
<b>Q5</b>	Recognised management qualification		✓	A / I
<b>Knowledge and Experience</b>		<b>Essential</b>	<b>Desirable</b>	<b>To be evidenced by *</b>
<b>E1</b>	Minimum of 4 years post registration experience, including at least 2 years' experience at Band 6 grade within relevant speciality.	✓		A
<b>E2</b>	Experience of Human Resource management including staff training, development, absence management AND appraisal.	✓		A
<b>E3</b>	Proven leadership and management experience.	✓		A
<b>K1</b>	Sound understanding of clinical area of practice	✓		A/I/P
<b>K2</b>	Understanding of clinical governance framework within the Trust	✓		A/I
<b>Skills and Abilities</b>		<b>Essential</b>	<b>Desirable</b>	<b>To be evidenced by *</b>
<b>S1</b>	Ability to work as part of the multidisciplinary team	✓		A

<b>S2</b>	Ability to work unsupervised, and to plan and organise own and others workload.	✓	A
<b>S3</b>	Problem solving skills and ability to use initiative. Planning and organisational skills. Evidence of analytical and judgemental skills.	✓	A
<b>S4</b>	Evidence of undertaking clinical practice at an advanced level.	✓	A
<b>S5</b>	Good interpersonal and communication skills: <ul style="list-style-type: none"> <li>- Ability to communicate service-related information to senior nurse/managers/staff that requires negotiating and persuasive skills.</li> <li>- Ability to communicate condition related information to patients and relatives requiring empathy and reassurance.</li> </ul>	✓	A
<b>S6</b>	Willingness to develop stress management skills to assist with coping with a demanding work environment that can be highly distressing. Ability to manage when under both individual and/or work pressure.	✓	A
<b>S7</b>	Ability to deliver positive change management	✓	A

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\*     **A = Application Form**  
**I = Interview**  
**P = Presentation**  
**T = Test**