

**Royal Brompton Hospital
Harefield Hospital
Guy's Hospital
St Thomas' Hospital
Wimpole Street**

PERSON SPECIFICATION

GENERAL INFORMATION

Post: Matron for Older people and Complex care

Grade: 8A

Directorate/Department: Director of Nursing

| REQUIREMENTS | ESSENTIAL | DESIRABLE |
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| EDUCATION & QUALIFICATIONS | <ul style="list-style-type: none"> Registered Healthcare professional e.g. HCPC, NMC Degree level qualifications Obtained or working towards postgraduate qualification up to Masters level in relevant subject area | <ul style="list-style-type: none"> Leadership qualification or ability to demonstrate equivalent experience |
| EXPERIENCE & KNOWLEDGE | <ul style="list-style-type: none"> Experience of working in older people's services Experience of setting up services and initiatives for older people e.g. falls bundle, dementia care Experience in development of policies, guidelines and protocols Experience in leading a team/service coordinating discharge of patients with complex needs Knowledge of the discharge process, experience of dealing with complex discharges | <ul style="list-style-type: none"> Experience in project management Experience in service development Experience in quality improvement methodology Ability to demonstrate where quality has been improved in a clinical service |

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| | <p>and the continuing care process</p> <ul style="list-style-type: none"> • Experience in working in acute hospital settings; • Knowledge of community services provision • Experience of staff management and supervision • Experience in change management • Audit or research experience • Experience of writing reports for Trust-level committees | |
| SKILLS & ABILITIES | <ul style="list-style-type: none"> • Exceptionally good communication skills • Ability to deal with emotionally challenging situations • Ability to balance competing priorities and meet personal and targets within a fluctuating and demanding workload • Experience in conducting audits • Ability and willingness to work with staff of all professional groups and level of seniority • Proven experience in supervision of trained staff • Proven experience in developing and delivering teaching programs/sharing knowledge e.g. in Older Persons' care and complex discharge | <ul style="list-style-type: none"> • Demonstrate ability to work effectively across departments/ teams |

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| | <ul style="list-style-type: none"> • Proven evidence of leadership in multi-professional teams • Evidence of applying current research to practice • Able to demonstrate a working knowledge in standard setting and quality management • Understanding of Microsoft office including Excel and PowerPoint • Able to manage difficult situations effectively • Able to prioritise and meet deadlines • Able to use own initiative and to work without supervision • Demonstrate the ability to compile complex written information | |
| PERSONAL QUALITIES | <ul style="list-style-type: none"> • Excellent communication skills • Ability to adapt to the changing needs of service • Approachable • Enthusiastic • Committed to service • Kind and compassionate • Motivated and able to motivate others • Calm and objective • Punctual • Caring nature • Able to work cross-site | |
| OTHER REQUIREMENTS | <ul style="list-style-type: none"> • Reliable work record • UK work permit | |

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Date: March 2024 CW & CM