

Person Specification

Job Title	EPR Business Change Manager
Grade	7
Division	Corporate
Reports To	Senior Project Manager – EPR Programme (Readiness Workstream)

Criteria	Essential or Desirable Criteria		Assessment Method			
			A	I	T	R
Education/Knowledge and Qualifications						
Specialist knowledge acquired through experiences/courses to Masters level, or equivalent relevant specialist experience.	E		✓			
Evidence of continual professional development.	E		✓			
Highly proficient in Microsoft applications	E		✓			
Change management course or qualification undertaken	E		✓			
Holds a Project Management qualification i.e., Prince 2		D	✓			
Experience						
Substantial evidence of the successful delivery of business change projects in a complex environment, planning and organising a broad range of complex activities that require the formulation and adjustment of plans and strategies.	E		✓	✓		
Experience mapping complex processes in a healthcare environment and suggesting changes and improvements	E			✓		
An excellent understanding of the patient journey and the key challenges Trust clinicians face with respect to use of systems.	E			✓		
Experience of developing and executing Change Management Plans	E			✓		
Experience of developing and executing Change Impact Assessments	E			✓		
Experience of working in a Project management team with multiple professional groups and stakeholders	E			✓		
Experience of EPR or other major system implementation projects		D		✓		
Experience leading and mentoring staff		D		✓		
Skills and Abilities						
Knowledge of health service management, including change management and workforce redesign	E			✓		
Demonstrated stakeholder management and communication skills	E			✓		
Track record of supporting adoption of innovation with an ability to inspire and lead the implementation of change	E			✓		

Understanding and knowledge of Trust's Smart Digital Care Strategy		D		✓		
The ability to motivate, persuade and negotiate with internal and external stakeholders to ensure Trust requirements are met and barriers are overcome	E			✓		
Commitment to delivering, setting, and managing high standards	E			✓		
Confidence, enthusiasm, and commitment to finding new ways of working	E			✓		
Results driven and able to work under pressure to meet targets/goals and deadlines to the expected levels of quality	E			✓		
Ability to deliver presentations and present data in a variety of formats for all levels of staff including executive members of the Trust and external stakeholders	E			✓		
Excellent problem-solving skills	E			✓		
Ability to show and work on own initiative	E			✓		
Report writing and analysis skills.	E			✓		
Good team player. Possess self-confidence, enthusiasm, motivation, tact, and diplomacy	E			✓		
Flexibility in approach to work – ability to take on unscheduled tasks	E			✓		
Able to plan and organise a broad range of complex activities including formulating work schedules/plans and priorities on a frequent basis	E					
Values and Behaviours						
Awareness and respect for colleagues, patients and relatives cultural, religious and emotional needs and beliefs	E			✓		
Able to demonstrate behaviours consistent with the Trusts Values and Behaviours	E			✓		
Professional appearance & behaviour	E			✓		
Be prepared to work across sites as and when required	E			✓		

Assessment Criteria: A = Application, I = Interview, T = Test, R = References