

**PERSON SPECIFICATION for Ward
Manager.**

FACTORS	ESSENTIAL	See key *	DESIRABLE	
EDUCATION AND QUALIFICATIONS	<ul style="list-style-type: none"> <input type="checkbox"/> Registered Nurse (Mental Health). <input type="checkbox"/> 998 Mentorship / Slice <input type="checkbox"/> Evidence of post registration Management Education 	<p>A A A/I</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Post registration qualification appropriate to speciality 	A
PREVIOUS EXPERIENCE	<ul style="list-style-type: none"> <input type="checkbox"/> Significant post registration experience at Band 6 within Adult Acute Mental Health service. <input type="checkbox"/> Keeping accurate records. <input type="checkbox"/> Practical experience of providing high quality care and exceeding expectations. <input type="checkbox"/> Experience in providing and receiving supervision <input type="checkbox"/> Experience of conducting risk assessments on mental health patients and ward environments. 	<p>A/I A/I A/I A/I A/I A/I A/I</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Experience of basic counselling and group work. 	A/I A/I

SKILLS, KNOWLEDGE, ABILITIES	<ul style="list-style-type: none"> <input type="checkbox"/> Leadership skills (motivating, using initiative, change management). <input type="checkbox"/> People Management Skills. <input type="checkbox"/> Clinical Governance and Evidence Based Practice <input type="checkbox"/> Demonstrate an understanding of the multidisciplinary team concept and factors that affect good team working in an integrated mental health service <input type="checkbox"/> Ability to work with different agencies and service providers, and form positive working relationships with a range of professionals <input type="checkbox"/> Demonstrate the ability to develop staff through personal development plans to carry out training needs assessments <input type="checkbox"/> Physically fit and able to use approved physical intervention under PMVA to manage difficult clinical situations to minimise risk of violence/aggression to service users and others. <input type="checkbox"/> Can demonstrate a good working knowledge of Mental Health Act 1983. 	<p>I A/I A/I A/I A/I A/I I</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Able to use basic computer software packages such as MS Word and Excel <input type="checkbox"/> Skills in Cognitive behavioural therapy techniques 	<p>A/I A/I</p>
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	<ul style="list-style-type: none"> <input type="checkbox"/> Knowledge of medication rounds and the safe storage 			
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	<ul style="list-style-type: none"> <input type="checkbox"/> and administration of drugs. <input type="checkbox"/> Knowledge of, and ability to follow, NMC code of conduct <input type="checkbox"/> Working knowledge of Care Programme Approach. <input type="checkbox"/> Ability to assess plans, implement and evaluate patient care & act accordingly if untoward changes occurred. <input type="checkbox"/> Knowledge of new developments in nursing. <input type="checkbox"/> Knowledge of the treatment model and management approaches for individuals with complex, severe and enduring mental health who pose a high level of risk. <input type="checkbox"/> Knowledge of risk assessment and management. <input type="checkbox"/> Knowledge of current developments in mental health care and nursing practice. <input type="checkbox"/> Ability to build constructive relationships with warmth and empathy, using good communication skills. <input type="checkbox"/> Ability to treat patients with respect and dignity. <input type="checkbox"/> Maintain patient confidentiality. <input type="checkbox"/> Ability to use computer to access patient information and use email <input type="checkbox"/> Demonstrates the ability to manage work under pressure <input type="checkbox"/> Sensitive to colleagues and able to promote a positive motivating environment. Senior Nurse/Bleep holding/Bed Management experience <input type="checkbox"/> 	<p>A/I</p>		
<p>OTHER</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Sickness (or attendance) record that is acceptable to the Trust: to be checked at interview. <input type="checkbox"/> Prepared to work flexible shifts <input type="checkbox"/> Declared medically fit by the Occupational Health Department to perform the duties of the post <input type="checkbox"/> Motivated to provide the highest standard in a changing service. 	<p>A/I</p> <p>A/I</p> <p>I</p> <p>I</p> <p>I</p> <p>I</p> <p>I</p>		

	<ul style="list-style-type: none"> <input type="checkbox"/> Awareness of Health & Safety issues. <input type="checkbox"/> Awareness of the importance of Equality and Diversity <input type="checkbox"/> Willingness to undertake further training relevant to clinical area. 			
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***Key: Measured by A= Application Form, I=Interview, T=Test**

	<ul style="list-style-type: none"> <input type="checkbox"/> Able to recognise signs of stress in self & others. 	I		
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