

**PERSON SPECIFICATION**

**Post Title: Director of Therapies.**

**AFC Ref: C0891c**

**Group /Department: Primary Care, Community & Therapies**

ATTRIBUTE	ESSENTIAL	HOW IDENTIFIED	DESIRABLE	HOW IDENTIFIED
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>Registration with Health &amp; Care Professions Council</li> <li>First level therapy degree or equivalent</li> <li>Master's Degree or equivalent level of academic achievement</li> <li>NHS leadership qualification</li> <li>Evidence of continuing professional development</li> </ul>	AF, I	Project management qualification	AF
<b>Experience</b>	<ul style="list-style-type: none"> <li>Significant experience of working in adult clinical services in a senior role to include challenging the status quo and managing conflict</li> <li>Significant experience working at senior management level, including performance, finance and clinical governance, risk management</li> <li>Proven experience of improving quality and safety.</li> <li>Significant experience of managing change.</li> </ul>	AF, I	<ul style="list-style-type: none"> <li>Experience of working in diverse communities</li> </ul>	AF

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	<ul style="list-style-type: none"> <li>• Experience of working with consultants, GPs and place/system partners</li> <li>• Experience of business, budgetary and financial management</li> <li>• Experience and exposure to tendering, and performance setting</li> <li>• Experience of leading clinical teams and the professional agenda.</li> <li>• Experience of workforce development plans</li> <li>• Project management experience</li> <li>• Proven track record of improving patient experience.</li> </ul>			
<b>Personal Qualities</b>	<ul style="list-style-type: none"> <li>• Excellent leadership and communication skills</li> <li>• Highly motivated and able to motivate others</li> <li>• Persuasive and influencing skills</li> <li>• Resilience to work in a pressurised environment</li> <li>• Positive and enthusiastic</li> <li>• Able to work with all stakeholders and partners effectively</li> <li>• Self-awareness and openness to self-improvement</li> <li>• Strong patient/family/carer focus</li> </ul>	AF, I		
<b>Management / Supervision / Coordination skills</b>	<ul style="list-style-type: none"> <li>• Proven performance and monitoring skills</li> <li>• Ability to meet challenging deadlines</li> <li>• Proven workforce planning and development skills</li> </ul>	AF, I		

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	<ul style="list-style-type: none"> <li>• Demonstrable data collection, analysis and evaluation skills</li> <li>• Proven practice and service development skills</li> <li>• Identify training needs</li> </ul>			
<b>Written skills</b>	<ul style="list-style-type: none"> <li>• Excellent written communication skills with ability to produce high level reports for internal and external use</li> <li>• Develop and implement relevant policies and guidelines</li> </ul>	I		
<b>Communication/Verbal skills</b>	<ul style="list-style-type: none"> <li>• Personal credibility and ability to quickly gain confidence of others.</li> <li>• Strong interpersonal skills</li> <li>• Excellent and full range of communication skills with a range of people and organisations</li> <li>• Formal presentation skills (to groups at all levels, both within the organisation and externally)</li> </ul>	I		
<b>Responsibility for financial and physical resources</b>	<ul style="list-style-type: none"> <li>• Develop complex business cases and manage budgets.</li> </ul>	AF, I		
<b>Knowledge</b>	<ul style="list-style-type: none"> <li>• Expert knowledge of current NHS issues and how that impacts on local concerns.</li> <li>• Understanding of external agencies that the NHS works closely with, for example, Social Services, Emergency Services, and Voluntary Sector</li> </ul>	AF, I	<ul style="list-style-type: none"> <li>• Specialist knowledge in negotiating contractual documents and completion of tender documents</li> </ul>	AF

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	<ul style="list-style-type: none"> <li>• In-depth understanding of the complexities and pace of change in the NHS</li> <li>• In-depth understanding of Governance frameworks</li> <li>• Understanding of the professional educational system and processes</li> <li>• Expert clinical knowledge to understand the professional therapy agenda</li> <li>• Understanding of Equality &amp; Diversity</li> <li>• Ability to develop and implement strategic and business planning objectives</li> <li>• Ability to identify major policy changes and the impact on clinical services</li> <li>• Knowledge of change management and service improvement processes including the Integrated Services Improvement Programme</li> <li>• Experience of business planning knowledge, understanding and application of information technology</li> </ul>			
<b>Physical skills</b>	<ul style="list-style-type: none"> <li>• Able to undertake clinical activity as required</li> </ul>	AF, I		
<b>Mental Effort</b>	<ul style="list-style-type: none"> <li>• Ability to respond to unpredictable work patterns to meet demand</li> <li>• Ability to make judgements involving highly complex facts or</li> </ul>	AF, I		

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	situations, which may require analysis, interpretation and comparison of a range of options. <ul style="list-style-type: none"> <li>• Frequent use of mobile phone and informatics systems.</li> <li>• Participate in senior on call manager rota and be on site out of hours if required</li> </ul>			
<b>Working Conditions</b>	<ul style="list-style-type: none"> <li>• Required to work across a number of acute and community sites and external to the Trust on a regular basis.</li> <li>• Occasional exposure to unpleasant working conditions when undertaking duties.</li> </ul>	AF		
<b>Emotional Effort</b>	<ul style="list-style-type: none"> <li>• Ability to manage conflict.</li> <li>• Ability to manage complex and sensitive conversations and situations effectively.</li> </ul>	AF, I		

#### Notes on completion

Essential criteria are those attributes required of the post holder without which an appointment cannot be made.

Desirable criteria are those attributes of the post holder, which would be useful, but not essential for the post holder to perform the role.

How tested:

AF	-	Application Form
I	-	Interview
P	-	Presentation
T	-	Test

