



# South Tyneside Council

## CHILDREN, ADULTS AND HEALTH

### PERSON SPECIFICATION

**POST TITLE:** CHC Nurse Co-ordinator

**GRADE:** Band 7

	ESSENTIAL	DESIRABLE	METHOD OF ASSESSMENT
<b>Educational Attainment</b>	<ul style="list-style-type: none"> <li>Registered Nurse or Allied Health Professional</li> <li>Diploma in nursing or relevant significant experience</li> <li>Teaching qualification</li> </ul>		<ul style="list-style-type: none"> <li>Application form</li> <li>Certificates</li> </ul>
<b>Work Experience</b>	<ul style="list-style-type: none"> <li>Experience at senior clinical level e.g. Junior Sister</li> <li>Demonstrate working experience of CHC framework</li> </ul>	<ul style="list-style-type: none"> <li>Sound financial management skills</li> <li>Experience of working with the Third Sector</li> <li>Experience of working in formal partnerships</li> </ul>	<ul style="list-style-type: none"> <li>Application form</li> <li>Interview</li> <li>References</li> <li>Assessment activity</li> </ul>
<b>Knowledge/ Skills/ Aptitudes</b>	<ul style="list-style-type: none"> <li>Portfolio of evidence of continuous professional development</li> <li>Experience of managing change</li> <li>Communication and organizational skills</li> <li>Leadership skills</li> <li>Innovator</li> <li>Ability to work under pressure and achieve tight deadlines in a complex/changing environment</li> <li>Be able to organise workload and work autonomously and within a team</li> <li>Expert decision maker</li> <li>Clear, concise record keeping/ report writing skills</li> <li>Experience of multi-disciplinary and inter-professional working</li> <li>Experience of liaising with statutory and non-statutory services and agencies.</li> </ul>	<ul style="list-style-type: none"> <li>Sound financial management skills</li> <li>Knowledge and understanding of safeguarding children and vulnerable adults</li> </ul>	<ul style="list-style-type: none"> <li>Interview</li> <li>References</li> <li>Assessment activity</li> </ul>

	<ul style="list-style-type: none"> <li>• Ability to organise and respond effectively to complex situations and information</li> <li>• Evidence of building sound effective working relationships across a range of agencies within the health and social care community</li> <li>• Knowledge of relevant legislation and current practice</li> <li>• Ability to undertake audit</li> </ul>		
<b>Disposition</b>	<ul style="list-style-type: none"> <li>• Able to work flexibly and to strict deadlines</li> <li>• Committed to ongoing professional development and learning</li> <li>• Flexible approach to work</li> <li>• Committed to the principles of equality and diversity</li> </ul>		<ul style="list-style-type: none"> <li>• Interview</li> <li>• References</li> </ul>
<b>Circumstances</b>	<ul style="list-style-type: none"> <li>• Able to work outside normal office hours when required</li> <li>• Enhanced clearance from the Disclosure and Barring Service</li> </ul>	<ul style="list-style-type: none"> <li>• Full current driving licence or access to a means of mobility support</li> </ul>	<ul style="list-style-type: none"> <li>• Application Form</li> <li>• Interview</li> <li>• DBS check</li> </ul>