

PERSON SPECIFICATION  
Bed Manager

GENERAL	ESSENTIAL	DESIRABLE	METHOD OF ASSESSMENT
QUALIFICATIONS	Registered Nurse - General Diploma in Nursing Relevant degree or equivalent work experience	ECDL	Application Form Portfolio
EXPERIENCE	Post registration experience Evidence of recent professional development Team management/ co-ordinator Change management	Teaching experience Previous experience in a patient flow team	Application Form Interview References Portfolio
SKILLS	Good interpersonal skills Effective team worker Leadership Effective communication skills Able to motivate others Able to prioritise and cope with pressure Able to use technology to find and appraise evidence Enquiry/problem solving skills		Application Form Interview References Portfolio
KNOWLEDGE	Up to date in specialty Basic computer literacy Understands concepts of patient flow Understands and applies principles of learning in practice	Knowledge of quality & performance standards relating to flow for example 18 week RTT and 4 hour ED standard.	Application Form Interview References
OTHER <i>(Please Specify)</i>	Able to work with vulnerable adults Punctual and reliable Flexible to work rotas Health cleared by Occupational Health to undertake the full duties of the role.		DBS check References Medical Questionnaire