

**Person Specification**

**Post: Nursing Associate – Band 4**

<b>Attribute</b>	<b>Essential</b> The qualities without which a post holder could not be appointed	<b>Desirable</b> Extra qualities which can be used to choose between candidates who meet all the essential criteria	<b>How Assessed</b> e.g. application form, interview, test, in-tray exercise etc
<b>Education / Qualifications</b>	<ul style="list-style-type: none"> <li>Registered Nursing Associate on the NMC Register with a Foundation Degree</li> <li>GCSEs Grade C or above in Maths and English Language / New GCSE Grade 4-9 in Maths and English Language OR Functional Skills Level 2 in Maths and English or Equivalent (not entry level 2)</li> </ul>		<ul style="list-style-type: none"> <li>Application Form</li> <li>Certificate(s)</li> <li>Interview</li> </ul>
<b>Experience</b>	<ul style="list-style-type: none"> <li>Experience of working in teams under appropriate supervision as part of a multi-disciplinary team</li> <li>Insight into how to evaluate own strengths and development needs, seeking advice where appropriate</li> <li>Experience of providing and receiving complex, sensitive information</li> </ul>	<ul style="list-style-type: none"> <li>Experience of the speciality area</li> </ul>	<ul style="list-style-type: none"> <li>Application Form</li> <li>Interview</li> </ul>
<b>Knowledge</b>	<ul style="list-style-type: none"> <li>Understanding of the scope of the role of the Nursing Associate in context of the nursing and interdisciplinary team and the organisation, and how the role may contribute to service development</li> <li>Understands and acts in line with NMC professional</li> </ul>		<ul style="list-style-type: none"> <li>Application Form</li> <li>Interview</li> </ul>

	<p>standards for practice contained within The Code.</p> <ul style="list-style-type: none"> <li>• Knowledge of when to seek advice and escalate to the appropriate professional for expert help and advice</li> <li>• Understand requirements for NMC professional Revalidation</li> <li>• Understanding of the importance of following procedures and treatment plans</li> </ul>		
<b>Skills and Abilities</b>	<ul style="list-style-type: none"> <li>• Ability to take part in reflective practice and clinical supervision activities</li> <li>• Ability to organise and prioritise own delegated workload</li> <li>• Ability to deal with non-routine and unpredictable nature of workload and individual patient contact</li> <li>• Ability to communicate effectively (written, verbal and non-verbal communication) with patients / relatives and carers and all members of the multi-disciplinary team.</li> <li>• Ability to develop effective and appropriate relationships with people, their families, carers and colleagues</li> <li>• Ability to support, supervise, assess and act as a role model to nursing associate students, other learners and health care support workers as required within the clinical setting.</li> </ul>		<ul style="list-style-type: none"> <li>• Application Form</li> <li>• Interview</li> </ul>

	<ul style="list-style-type: none"> <li>• Have effective time management skills and the ability to prioritise</li> <li>• Maintain high standards of quality in corporate and clinical record keeping ensuring information is always recorded accurately, appropriately and kept up to date</li> </ul>		
<b>Work Related Circumstances</b>	<ul style="list-style-type: none"> <li>• Positive approach to work</li> <li>• Capacity to work with colleagues at all levels</li> <li>• Open minded, treats colleagues and the general public with dignity and respect</li> <li>• Compassionate and caring</li> <li>• Use of a car or access to a means of mobility to travel across the Trust footprint in line with service needs</li> <li>• Willing to carry out all duties and responsibilities of the post in accordance with the Trust's Equal Opportunities and Equality and Diversity policies</li> <li>• Appointments to regulated and controlled activities require an enhanced DBS disclosure.</li> </ul>		<ul style="list-style-type: none"> <li>• Application Form</li> <li>• Interview</li> </ul>

Drawn up by: Sian Schofield

Date: January 2019