

“A great place to be cared for, a great place to work.”



University Hospitals of Morecambe Bay

NHS Foundation Trust

PERSON SPECIFICATION

Requirements	Essential	Desirable
Education and qualifications	<ul style="list-style-type: none">• Relevant Degree or equivalent professional experience• Relevant training qualification or willingness to work towards it• CIPD Membership, Post Graduate Diploma Education or equivalent professional body membership, or willingness to work towards	<ul style="list-style-type: none">• Delivery of modules on statutory/mandatory programmes• Experience of working in clinical environments
Experience	<ul style="list-style-type: none">• Significant experience in designing, delivering and evaluating training in a range of topics to a diverse workforce• Experience of project managing, planning and co-ordinating	<ul style="list-style-type: none">• Understanding or experience of working on learning management systems• Experience of co-ordinating mandatory and statutory training in the NHS
Skills, ability and knowledge	<ul style="list-style-type: none">• Excellent verbal and written communication skills• Workshop and course delivery & facilitation skills• Excellent interpersonal and influencing skills• Good problem-solving skills	

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	<ul style="list-style-type: none">• Ability to prioritise and cope with conflicting priorities• Ability to work under pressure and adhere to deadlines• Ability to use Word, Excel and Outlook	
Personal Qualities	<ul style="list-style-type: none">• Ability to build and maintain effective relationship at all levels – internal and external• Creative, innovative and responsive to change• Flexible/adaptable to changing environment• Self-motivation and ability to promote enthusiasm in others• Positive and confident• Ability to travel as required	