

## PERSON SPECIFICATION

<b>JOB TITLE:</b>	<b>Clinical Support Worker</b>
<b>JOB BAND:</b>	<b>Band 2</b>

### **GUIDANCE FOR MANAGERS:**

This document will not be used for the purpose of advertising the post but should be used as a tool to assist in the shortlisting of candidates. All role requirements detailed in this document, both essential and desirable that will be used to assess the suitability of a candidate must be added to the Role Requirements tab on the Trac System.

<b>Qualifications &amp; Education</b>	<b>Weighting (Essential or Desirable)</b>
GCSE 3-9 (A-D) in English Language & Maths, or Functional Skills Level 1 Essential	Essential
Care Certificate	Desirable
NVQ/Diploma Level 2 in Care/Clinical Health Support	Desirable

<b>Knowledge and Training</b>	<b>Weighting (Essential or Desirable)</b>
Commitment to undertaking in house training	Essential
Previous care experience within a care setting	Essential
Commitment to achieving Care Certificate within the first 3 months of employment	Essential
Demonstrates interest in caring for older people and patients within all clinical specialities	Essential
Demonstrates the knowledge of duties required for Clinical Support Worker role	Essential

<b>Experience</b>	<b>Weighting (Essential or Desirable)</b>
Good organisational skills	Essential
Experience of customer care/dealing with public	Essential
Understanding of Confidentiality	Essential

<b>Communication &amp; Relationship Skills</b>	<b>Weighting (Essential or Desirable)</b>
Clear communication skills, oral and written	Essential
Demonstrates a caring attitude to patient care	Essential

Demonstrates a responsible attitude to their work	Essential
Demonstrates respect for patient dignity	Essential
Ability to work as part of a team	Essential
Able to cope with distressing or emotional circumstance	Essential

<b>Analytical &amp; Judgement Skills</b>	<b>Weighting (Essential or Desirable)</b>
Demonstrates attention to detail and able to follow instructions	Essential
Computer Literate	Essential

<b>Planning &amp; Organisational Skills</b>	<b>Weighting (Essential or Desirable)</b>
Ability to prioritise delegated tasks and report any concerns to the Nurse in Charge	Essential
Ability to work flexible e.g. rotational shift pattern and internal rotation during winter pressures.	Essential
Commitment to evidence based practice	Essential

<b>Equality, Diversity, Inclusion and Trust Values</b>	<b>Weighting (Essential or Desirable)</b>
Able to provide safe, caring, and effective services	Essential
Values and behaviours that reflect the Trust values of Care, Respect and Responsibility	Essential
Commitment to creating a diverse and inclusive workplace that is free from discrimination and where people feel they belong and their contribution is valued	Essential

<b>Prepared by:</b>	<b>Lead Nurse/Matron</b>
<b>Date prepared:</b>	<b>March 2023</b>
<b>Job evaluation completed:</b>	
<b>Job evaluation reference number:</b>	