



# South Tyneside Council

## CHILDREN, ADULTS AND HEALTH

### PERSON SPECIFICATION

**POST TITLE:** CHC Complex Case Manager

**GRADE:** Band 8

	ESSENTIAL	DESIRABLE	METHOD OF ASSESSMENT
<b>Educational Attainment</b>	<ul style="list-style-type: none"><li>• Registered Nurse</li><li>• Degree 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>• Significant experience at senior clinical level e.g. Junior Sister</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>