

Person Specification

Job Title	EPR Training Manager
Grade	7
Division	Corporate – EPR Programme
Reports To	Workstream Senior Project Manager

Criteria	Essential or Desirable Criteria		Assessment Method			
			A	I	T	R
Education/Knowledge and Qualifications						
Educated to degree level or equivalent knowledge, or equivalent relevant specialist experience	E		✓			
Recognised relevant training/teaching qualification	E		✓			
Prince 2 foundation certification		D	✓			
Management/ Leadership qualification/ training course or equivalent experience	E		✓			
Experienced user of Microsoft Teams		D	✓			
Experience and understanding of Industry standards workplace training delivery	E		✓			
Experience						
Experience within large scale digital transformational change programmes.	E		✓	✓		
Experience of NHS organisations	E		✓	✓		
Experience of blending learning delivery	E		✓	✓		
Demonstrable experience in developing training strategies and plans in relation to digital transformation within an acute healthcare setting.	E		✓	✓		
Experience of working with IT systems related to training.	E		✓	✓		
Experience of designing training content and learning materials related to digital transformation	E		✓	✓		
Experience of working in a Project management team with multiple professional groups and stakeholders	E		✓	✓		
Experience leading and mentoring staff in a teaching/training role	E		✓	✓		
Skills and Abilities						
Demonstrated stakeholder management and communication skills, including developing relationships, influencing, and dealing with resistance	E			✓		
Commitment to delivering, setting, and managing high standards	E			✓		
Effectively leads and motivates by being highly visible, approachable and communicative at all levels	E			✓		

Confidence, enthusiasm, and commitment to finding new ways of working	E			✓		
Advanced problem-solving abilities	E			✓		
Able to distil complex information into a concise, non-technical style for presentation	E			✓		
Highly effective presentation and facilitation skills	E			✓		
Ability to work to deadlines and act under pressure	E			✓		
Ability to show and work on own initiative	E			✓		
Report writing and analysis skills.	E			✓		
Working knowledge of NHS Digital systems	E			✓		
High standard of written and verbal communication	E			✓		
Able to plan and organise a broad range of complex activities including formulating work schedules/plans and priorities on a frequent basis	E			✓		
Values and Behaviours						
Awareness and respect for colleagues, patients and relatives cultural, religious and emotional needs and beliefs	E			✓		
Able to demonstrate behaviours consistent with the Trusts Values and Behaviours	E			✓		
Be prepared to work across sites as and when required	E			✓		
Professional appearance & behaviour	E			✓		

Assessment Criteria: A = Application, I = Interview, T = Test, R = References