

Person Specification

Post: Senior Trials Manager
Band: 7

Criteria	Essential	Desirable	Stage Measured at A – application I – Interview T – Test
Commitment to Trust Values and Behaviours	Must be able to demonstrate behaviours consistent with the Trust's Values and Behaviours		Interview
Training & Qualifications	<ul style="list-style-type: none"> Hold a relevant degree. Previous study or evidence of working towards a relevant Master's degree Demonstrate evidence of continuing professional development. 	<ul style="list-style-type: none"> Recognised teaching or management qualification or working towards 	Application
Experience	<ul style="list-style-type: none"> Significant experience of running and managing multi and single-site diabetes 	<ul style="list-style-type: none"> Experience of research financial management within an academic 	Application and/or interview and presentation

	<p>trials within the NHS and/or HEIs.</p> <ul style="list-style-type: none"> • Experience of working within the field of primary care research. • Experience of line and team management and mentoring. • Trial management input into funding applications and study protocols • Project management skills including the management of trial budgets • Theoretical knowledge of NHS/HEI Research governance, legislation and good practice as applied to clinical research. 	<p>setting</p> <ul style="list-style-type: none"> • Experience in trial income negotiations. • Active member of national and/or international forums. • Experience of clinical trial costing processes. • Publication record. 	
Communication and relationship skills	<ul style="list-style-type: none"> • Articulate with practised and developed interpersonal 	<ul style="list-style-type: none"> • Presentations to large groups e.g. conference or 	Application and/or interview and presentation

	<p>communication and presentational skills.</p> <ul style="list-style-type: none"> • Ability to influence, command respect and to establish credibility with internal and external stakeholders, commissioners and research funders. • Tactful, diplomatic and at ease with all kinds of people. • Proven high level of communication skills using a range of methods including written, verbal and presentations. 	seminar level	
Analytical and Judgement skills	<ul style="list-style-type: none"> • Commercial and awareness • Ability to interpret and analysis complex trial management information, report findings and generate action plans 	<ul style="list-style-type: none"> • Experience of working with industry linked clinical trial contracts and agreements 	Application and/or interview

Skills	<ul style="list-style-type: none"> • Developed leadership skills. • Self-motivated and able to motivate others. • Proven ability to operate/think laterally & work on own initiative. • Conversant with information management and technology. • Advanced Keyboard Skills; including Microsoft, Trial Databases, excel and electronic case report file applications. • Demonstrate solid achievement in current role and professional credibility. • Potential to develop and change within the changing NHS. 		Application and/or interview and presentation

	<ul style="list-style-type: none"> • Ambitious • Have a flexible approach to working and be available to work outside normal hours as and when required. 		
Planning and organisation skills	<ul style="list-style-type: none"> • Able to prioritise own work within imposed deadlines and those of others. • Highly organised with evidence of planning skills and report and/or business case writing • Demonstrate the capability to maintain oversight and control of activities whilst supporting a devolved style of management. 		Application and/or interview
Equality, Diversity and Inclusion	<ul style="list-style-type: none"> • Able to demonstrate a commitment to and understanding of the importance of treating all 		Application and/or interview.

	<p>individuals with dignity and respect appropriate to their individual needs.</p> <ul style="list-style-type: none"> • All staff are expected to engage in compassionate and inclusive leadership in the provision of high quality care and interactions with others 		
Other requirements specific to the role	<ul style="list-style-type: none"> • Have the ability to travel locally, nationally and Internationally as the required. • Vehicle License holder. 		Application and/or interview.