

PERSON SPECIFICATION

TITLE OF POST	Digital Project Manager
BAND	Band 6
DEPARTMENT	IT & Digital services
LOCATION	Hybrid Working Home and AGH

REQUIREMENTS	ESSENTIAL	DESIRABLE	ASSESSMENT METHOD
KNOWLEDGE	Experience of Corporate Governance in an NHS setting either directly or by working in partnership with the NHS. Knowledge of best practice risk and issue management, and experience of appropriate application.	Experience of Business Intelligence related data collection projects, preferably within the NHS.	Application and Interview

SKILLS	<p>Ability to develop and maintain effective working partnerships with professional groups and senior managers within the organisation and in other agencies.</p> <p>Team building, enabling and management skills.</p> <p>Change management skills.</p> <p>Able to analyse problems, situations and information.</p> <p>Ability to operate consistently at different levels of detail dependant on the audience - both high level summary as well as task/granular detail.</p>		<p>Application and Interview</p>
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	<p>Ability to prioritise tasks, work on own initiative and manage own workload.</p> <p>Organisational and planning skills.</p> <p>Effective negotiating, convincing and influencing skills.</p> <p>Evidenced experience of communicating complex issues to a range of people in an appropriate format.</p> <p>Achieve delivery in a time limited environment.</p> <p>Proficient in the use of Microsoft Office Applications including Power Point, Excel and MS Project or equivalent.</p> <p>Evidence of continuous personal, professional development.</p>		
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QUALIFICATIONS	<p>Educated to relevant degree level in business or IT or equivalent experience.</p> <p>PRINCE2 (Foundation level) or other equivalent project management qualification.</p>	<p>Programme management qualification such as PRINCE2 Practitioner level</p>	<p>Application and Certificates</p>
EXPERIENCE	<p>Experience of a project management role within a customer focussed organisation.</p> <p>Experience of successfully managing projects within a programme management system including evidence of change management within timeframes and budget.</p> <p>Experience of policy and strategy development and how these impact across the organisation.</p>	<p>Evidence of experience within an NHS environment.</p> <p>Experience of working within a digital environment.</p> <p>Experience of implementing changes to working methods and evaluating effectiveness.</p>	<p>Application and Interview</p>

	<p>Experience of engaging with multi-disciplinary teams and achieving successful outcomes.</p> <p>Experience of working in a multi-agency partnership, sharing information and building valued relationships.</p> <p>Experience in designing and using a range of evaluation methods.</p>	<p>Experience of resource management, including staff and information resources.</p>	
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RIGHT CARE VALUES	<p><i>Select three of the following Right Care Values and use the behaviour details from here to populate this section:</i></p> <ul style="list-style-type: none"> - Honesty & Integrity - Listening & Communicating - Supportive & Approachable - Even Handed & Encouraging - Patient Centred & Compassionate - Leads by Example & Self Aware 		
OTHER Work Related Circumstances	<p>Ability to work flexibly across organisations in a changing environment</p> <p>Ability to meet the travel requirements of the post ensuring easy movement between sites</p>		<p>Application, Interview</p>

