



Person Specification

1. LEAD NURSE (LUTON AND DUNSTABLE HOSPITAL SITE) /SENIOR OCCUPATIONAL NURSE ADVISOR BAND 7

Criteria	Essential	Desirable
Qualifications	<ul style="list-style-type: none">• RN – 1st level• NMC OH Specialist nurse qualification (cert/dip/degree).• Evidence of Continuing Professional Development to post graduate level or equivalent experience	<ul style="list-style-type: none">• NEBOSH Cert.• Counselling Cert.• Experience of Line Management/ Team Leadership
Communications Skills	<ul style="list-style-type: none">• Ability to communicate at all levels and ability to communicate with all patients/staff addressing barriers to communication (e.g. language, special needs/learning difficulties)• Ability to communicate sensitive and complex information in relation to medical conditions• Ability to negotiate and be persuasive• Excellent reassurance skills• Excellent verbal and written communication skills	
Experience	<ul style="list-style-type: none">• Good range of substantial experience working as an OH nurse and taking a lead role in delivering an Occupational Health Service to a large complex organisation.• Presentation and teaching experience.	<ul style="list-style-type: none">• Experience of working in private industry as an OHN• Experience of working as part of multidisciplinary team



	<ul style="list-style-type: none">• Proven ability to plan and organise complex activities and occupational health programmes.	<ul style="list-style-type: none">• Good experience of leading and carrying out audits
Knowledge	<ul style="list-style-type: none">• Specialist knowledge across a range of conditions and Occupational Health procedures underpinned by theory• OH and Health and Safety knowledge.• Knowledge of immunisation & vaccine schedules.• Understanding of the need of confidentiality awareness at all times.	<ul style="list-style-type: none">• Knowledge of SEQOSH accreditation requirements
Skills	<ul style="list-style-type: none">• Ability to be analytical assessing complex facts and situations, interpretation of complex facts and able to prepare a range of options or actions.• Prepare and write written reports.• Good operational management skills.• Ability to provide operational leadership managing, developing and supervising junior staff.• Ability to work with staff at all levels of an organisation.• Time management skills and ability to prioritise the team's workload.• Ability to work well in teams and alone.• Ability to motivate others.• Ability to provide specialist knowledge and advice.• Practical OH skills such as spirometry, phlebotomy etc.• Computer skills• Transport of heavy and awkward equipment.	



Personal Skills	<ul style="list-style-type: none">• Ability to cope with emotional/distressing information/situations.• Friendly and approachable.• Innovative and adaptable.• Self motivated• Frequent concentration with interruptions from junior staff and telephone enquiries.• Ability to travel throughout Bedfordshire Hospitals Trust areas in a timely manner.• Good physical dexterity and accuracy required for delivery of clinical occupational health interventions.• Worked in an OH team with management/leadership experience	
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