

Person specification

Post	Matron	Band	8A
Dept/ward	Internal Medicine		

Essential = E Desirable = D		E or D	Application form	Interview /Test
Milton Keynes Hospital Standards	Demonstrable ability to: <ul style="list-style-type: none"> • Treat everyone with Respect, courtesy and kindness • Provide timely care and attention • Listen, inform and explain • Involve you as part of the team and work together • Are reassuringly professional • Provide and maintain a clean and comfortable environment 	E	A	I
Qualifications and knowledge	<ul style="list-style-type: none"> • Registered Nurse / Midwife • Evidence of study at degree/masters level education • Evidence of continuing professional development • Leadership qualification • Demonstrates senior clinical credibility 	E E E E E	A	I
Experience	<ul style="list-style-type: none"> • Proven experience at ward/department manager level • Experience of working across organisational boundaries • Proven experience of visible and knowledgeable leadership • Experience of successful change management within a multidisciplinary team • Budget management • Involvement in audit and evaluation • Governance experience of risk assessment and root cause analysis • Participation in business case planning • Experience of responding to complaints both formal and informal • Evidence of learning from incidents and improving practice • Experience of harnessing patient and public involvement in standardsetting 	E E E D E E E D E E D	A	I

Skills	<ul style="list-style-type: none"> Well-developed influencing and negotiating skills Ability to set a clear vision of the service Excellent time management skills Able to work under pressure with competing priorities Clear decision maker, able to use initiative and meet deadlines Flexible and adaptable to changing needs of the service Understanding of how own area of responsibility contributes to the Trust operational and quality objectives Able to motivate staff and promote positive team working ethic Able to teach and provide a positive learning environment Coaching to empower staff/staff development/leadership skills 	E E E E E E E E E D	A	I
Personal and people development	<ul style="list-style-type: none"> Positive attitude Evidence of personal insight, emotional intelligence with ability to reflect and embed learning Able to build and development high functioning teams Able to recognise and challenge poor performance and provide appropriate support to address Passion and drive for providing high standards of care delivery for patients and staff High standards of personal conduct and behavior, acting as a role model in valuing and respecting others 	E E E E E E	A	I

Communication	<ul style="list-style-type: none"> • Excellent negotiation skills • High standard of verbal and written skills • Ability to analyse reports and complex data sets • Able to work successfully within multi-disciplinary teams 	E E E E	A	I
Specific requirements	<ul style="list-style-type: none"> • Able to perform the duties of the post with reasonable aids and adaptations 	E		