

## PERSON SPECIFICATION

(Supporting the Policy on Equal Opportunities in Employment)

### JOB DETAILS:

**Job Title:** Deputy Head of Services -  
Scotland & N. Ireland

**Department:** Services

**Location:** Scotland Hybrid

**Status:** Permanent

**Hours:** 37.5 hours per week

**Reporting to:** Head of Services – Scotland & N. Ireland

FACTOR	ESSENTIAL	DESIRABLE
<b>Qualifications &amp; Experience</b>	<ul style="list-style-type: none"> <li>• Current healthcare professional registration</li> <li>• In-depth professional knowledge in several domains, e.g. financial management, performance management information systems, staff management acquired through training, qualification and experience over an extended period</li> <li>• Evidence of up-to-date personal and professional development</li> </ul>	<ul style="list-style-type: none"> <li>• Management Qualification/Training</li> <li>• Education to degree level or equivalent with significant senior management experience/post-graduate or post-registration study</li> </ul>

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<b>Skills &amp; Knowledge</b> Range and level of skills	<ul style="list-style-type: none"> <li>• Demonstrable senior operational management experience within the Health Sector, managing clinical services with financial restraints and delivering to target</li> <li>• Demonstrable knowledge and understanding of service delivery and planning in relation to clinical services in particular mental health services</li> <li>• Demonstrable experience in planning and implementing service change and cost-effective service improvements</li> <li>• Proven ability to manage and lead teams of people.</li> <li>• Experience in delivering supervision.</li> </ul>	<ul style="list-style-type: none"> <li>• Previous experience of working with ex-military personnel</li> </ul>
	<ul style="list-style-type: none"> <li>• Experience of establishing and maintain robust and effective governance arrangements</li> <li>• Knowledge of the NHS, its infrastructure and partner health care organisations in the current political context</li> </ul>	
<b>Personal Attributes</b> The personal qualities required e.g. exercising initiative, organising, problem solving	<ul style="list-style-type: none"> <li>• Outstanding communication skills,</li> <li>• Actively seeks out and supports collaborative thinking and problem-solving with others</li> <li>• At ease when liaising with colleagues and stakeholders at all levels in a confident, influential manner, even when communicating new, sometimes challenging ideas and concepts</li> <li>• A strong team player who works collaboratively with colleagues and clients to achieve goals</li> </ul>	

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	<ul style="list-style-type: none"> <li>• Self motivated</li> <li>• Use of initiative under minimal supervision and ability to work independently</li> <li>• Ability to work to deadlines</li> <li>• Conscientious and understanding of accountability</li> <li>• Smart appearance and professional manner</li> <li>• Committed to personal and professional development</li> <li>• Motivated to maintaining high standards in a changing service</li> <li>• Time management skills</li> <li>• Ability to work effectively under pressure and maintain a positive outlook</li> <li>• Sound understanding of the concept and ability to deliver a recovery focused service</li> </ul>	
<b>Other Requirements</b>	<ul style="list-style-type: none"> <li>• Enhanced PVG / DBS</li> <li>• Ability to travel for in person meetings as required</li> </ul>	