

## Person Specification / Interview Score Sheet

**Job Title:** OD Practitioner

**Accountable to:** Senior OD Practitioner

Criteria	Essential Criteria	Desirable Criteria	Mgmt Score	Essential HI*	Desirable HI*
Qualifications	<ul style="list-style-type: none"> <li>Relevant post graduate or masters level qualification or combination of qualifications and experience or recent relevant experience to masters level</li> <li>Notably within an Organisational Development or Leadership &amp; Management discipline</li> <li>Facilitation within an Acute Hospital environment or similar healthcare setting</li> </ul>	<p>Combination of qualification and demonstrable experience in using individual and team development tools, including but not limited to;</p> <ul style="list-style-type: none"> <li>MBTI Step 1 &amp; 2 practitioner</li> <li>ILM 5 award in Coaching &amp; Mentoring (or equivalent)</li> <li>Affina OD Team Journey Coach</li> <li>CIPD qualification</li> <li>NHS 360 feedback practitioner</li> <li>Belbin Team Roles Practitioner</li> <li>FIRO-B Practitioner</li> <li>MHFA Trainer</li> </ul> <p>Programme or project management experience and or qualification</p>			
Experience	<ul style="list-style-type: none"> <li>Experience of designing and delivering a range of OD interventions to deliver improved outcomes.</li> <li>Working in a project management, or change management environment.</li> <li>Evidence of successful development and implementation of cultural change initiatives to achieve improved outcomes.</li> <li>Experience of writing and presenting Board reports, and designing development activities.</li> <li>Experience of working with staff at all levels to communicate, engage with, and listen to views.</li> </ul>	<ul style="list-style-type: none"> <li>Within an NHS acute hospital or similar environment</li> </ul>			

Technical Skills Competencies	<ul style="list-style-type: none"> <li>• Proven ability to diagnose and contract using the OD cycle</li> <li>• Competent team and individual coach</li> <li>• Ability to source internal and external data sources, analysis of data to support projects and report writing</li> <li>• Well-developed IT skills</li> <li>• A competent level of knowledge in organisational development generally and in relation to NHS policy and best practice</li> <li>• Excellent written and oral communication skills</li> <li>• Excellent numerical, verbal and critical reasoning</li> <li>• Facilitation and presentation skills</li> </ul>				
Knowledge	<ul style="list-style-type: none"> <li>• Demonstrable understanding of culture in a complex organisation.</li> <li>• Up to date knowledge of key current issues in organisational development both at a strategic and local level</li> </ul>	<ul style="list-style-type: none"> <li>• Understanding complexity of culture in an Acute Hospital</li> </ul>			
Other requirements specific to the role	<ul style="list-style-type: none"> <li>• Facilitation, teaching and listening conversations will provide occasional exposure to distressing or emotional circumstances.</li> <li>• Post holder will need to be flexible to work at all hospital sites and there is occasional requirement to attend external meetings and events</li> </ul>	<ul style="list-style-type: none"> <li>• Support the development of specific areas of strategy as directed using suitable Organisational Development research and design methodologies.</li> </ul>			

Personal Attributes	<ul style="list-style-type: none"> <li>• Proven team worker with the ability to motivate colleagues and staff</li> <li>• Excellent organizational skills with the ability to respond effectively to multiple priorities</li> <li>• Ability to influence across a broad range of stakeholders.</li> <li>• Able to deal with conflict proactively</li> <li>• Ability to coach others to find their own solutions</li> <li>• Ability to diagnose beyond presenting issue through coaching techniques to challenge and source underlying reasons for the problem and to consider appropriate solutions</li> <li>• Innovative, with the ability to “think differently” and challenge current behaviours and mind-sets</li> <li>• Open to new ideas &amp; change and actively promotes new ways of working</li> <li>• Resilience to keep focused and positive for others</li> <li>• Consistently demonstrates through behaviours and actions the organisational values</li> <li>• Professional, credible and tactful</li> <li>• Ability to act autonomously with specific guidelines</li> </ul>				
Language requirement	Be able to speak English as necessary to undertake the role	<b>Total Score</b>			

**Scoring Key:**

1	Does not meet criteria
2	Below requirement (serious shortcomings)
3	Acceptable level of competence (some shortcomings in performance)
4	Acceptable level of competence (quality evidence provided)
5	Exceptional standard

**\*HI – How Identified**

<b>A</b>	Application form
<b>I</b>	Interview
<b>T</b>	Test
<b>P</b>	Presentation

**We are** caring one team listening to understand open and honest always improving inclusive