

**Person Specification**

**Post: CPN / Care Coordinator – Band 6**

<b>Attribute</b>	<b>Essential</b> The qualities without which a post holder could not be appointed	<b>Desirable</b> Extra qualities which can be used to choose between candidates who meet all the essential criteria	<b>How Assessed</b> e.g. application form, interview, test, in-tray exercise etc
<b>Education / Qualifications</b>	<ul style="list-style-type: none"> <li>• RMN/Social Worker/OT</li> <li>• Registered with NMC or SW England or HCPC</li> <li>• Willingness to undertake further training relevant to the practitioner role resulting from legislative or service changes, as appropriate.</li> </ul>	<ul style="list-style-type: none"> <li>• Certificate in a therapy</li> <li>• Completed or willing to commit to a mentorship training course</li> </ul>	<ul style="list-style-type: none"> <li>• Application Form</li> <li>• Certificate(s)</li> <li>• Interview</li> </ul>
<b>Experience</b>	<ul style="list-style-type: none"> <li>• Extensive knowledge of Mental Health and Social Care</li> <li>• Care Programme approach</li> <li>• Mental Health Legislation</li> </ul>	<ul style="list-style-type: none"> <li>• Training in STORM</li> <li>• Training on personality disorder.</li> <li>• Safeguarding adults and children training.</li> </ul>	<ul style="list-style-type: none"> <li>• Application Form</li> <li>• Interview</li> <li>• References</li> </ul>
<b>Knowledge</b>	<ul style="list-style-type: none"> <li>• Experience as a band 5 nurse in a relevant area of mental health practice.</li> <li>• Experience of clinical Supervision</li> </ul>	<ul style="list-style-type: none"> <li>• Experience of working with adult mental health service users in a community setting</li> </ul>	<ul style="list-style-type: none"> <li>• Application Form</li> <li>• Interview</li> <li>• References</li> </ul>
<b>Skills and Abilities</b>	<ul style="list-style-type: none"> <li>• Ability to undertake the Care Co-ordinator role.</li> <li>• Effective risk assessment skills</li> <li>• Ability to manage unpredictable and changing clinical situations.</li> <li>• Ability to supervise and support junior colleagues in meeting the needs of service users on their caseload.</li> </ul>	<ul style="list-style-type: none"> <li>• Case management skills</li> <li>• PSI</li> <li>• Therapeutic / counselling skills</li> <li>• Venepuncture trained</li> </ul>	<ul style="list-style-type: none"> <li>• Application Form</li> <li>• Interview</li> <li>• References</li> </ul>

	<ul style="list-style-type: none"> <li>• Ability to provide professional expertise in the care of mental health service users.</li> <li>• Ability to provide appropriate education and training to peers and junior colleagues as appropriate.</li> </ul>		
<b>Skills and Abilities</b>	<ul style="list-style-type: none"> <li>• Excellent written and verbal communication skills</li> <li>• Ability to communicate informally and develop supportive relationships with service users, carers and other professionals</li> <li>• Ability to communicate formally in meetings and in other contexts</li> <li>• Ability to prepare record and complete relevant documents and reports to a professional standard.</li> <li>• Ability to work effectively as part of a multi-disciplinary team</li> <li>• Ability to demonstrate effective time management and disciplined self-organisation</li> <li>• To implement and utilise the supervision process.</li> <li>• Ability to value diversity and respond constructively to discriminatory behaviour</li> <li>• Computer literacy</li> </ul>		<ul style="list-style-type: none"> <li>• Application Form</li> <li>• Interview</li> <li>• References</li> </ul>
<b>Work Related Circumstances</b>	<ul style="list-style-type: none"> <li>• Use of a car or access to a means of mobility to travel across the Trust footprint in line with service needs</li> <li>• Willing to carry out all duties and responsibilities of the post in accordance with the Trust's Equal</li> </ul>		<ul style="list-style-type: none"> <li>• Application Form</li> <li>• Interview</li> </ul>

	<p>Opportunities and Equality and Diversity policies</p> <ul style="list-style-type: none"><li>• Appointments to regulated and controlled activities require an enhanced DBS disclosure.</li></ul>		
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Drawn up by: Jane Royal

Date: January 2019