

PERSON SPECIFICATION

POST: Deputy Chief Operating Officer (DCOO)

THEME	CRITERIA	ESSENTIAL/ DESIRABLE	MEASUREMENT
Education and qualifications	<ul style="list-style-type: none"> Undergraduate degree qualification. Post graduate qualification. <i>Evidence of continuing professional development.</i> 	E E E	Application
Skills and abilities	<ul style="list-style-type: none"> Highly developed change leader able to effectively influence through motivating and energising others in the organisation for the best possible patient results and organisational processes. Adaptability and flexibility, capable of dealing with high degrees of ambiguity and establishing a direction for others using wherever possible sound coaching and mentoring style. Excellent interpersonal and communication skills. Able to set boundaries and parameters for how others are to work and act, and hold to account Ability to think and plan strategically, technically and creatively with the ability to prioritise work programmes in the face of competing demands. Accomplished at leading and delivering to deadlines and within set resources. Aptitude to engage in constructive collaboration with internal and external stakeholders to achieve success through partnership. Excellent negotiating skills to successfully influence and persuade others. Ability to apply intense concentration when required, for example at meetings, during negotiations and when giving evidence. Ability to analyse highly complex information to support managerial decision making High degree of skill at report writing (official board and other committee/ corporate reports) 	E E E E E E E E E	Application and Interview
Experience	<ul style="list-style-type: none"> Substantial operational management experience, the majority at senior level within a healthcare setting at band 8D equivalent or above Demonstrated success in delivering change and performance improvement with and through others across an organisation. In depth professional knowledge in a number of disciplines acquired through training and experience over an extended period. High effective budget management including a number of departmental budgets, budgets of several million pounds, cost savings programmes/income generation and service line costing. Experience of transformation programmes and delivery of service improvement programmes. Experience of service development and innovation. Proven experience of analysing complex problems and successfully adapting practical and pragmatic solutions. Leadership of a multi-disciplinary team. 	E E E E E E E E D	Application and Interview

	<ul style="list-style-type: none"> • <i>Experience in leading and coaching quality improvement programmes at organisational and system level</i> • <i>Leading multi-professional and cross-organisational development</i> • <i>Significant experience of managing non-elective and/or elective pathway</i> • <i>Experience in system level service reconfiguration</i> 	D D D	
Knowledge	<ul style="list-style-type: none"> • Knowledge of key national policy issues relevant to healthcare services. • Extensive knowledge of national waiting times guidance and application. • Knowledge of commissioning and other centrally funded programmes. • Knowledge of data recording issues, (including quality audits), use of patient information systems. 	E E E E	Application and Interview
Personal qualities	<ul style="list-style-type: none"> • Empowers others • Team player and collaborative worker • Diplomatic style with political acumen • Attention to detail 	E E E E	Application and Interview
Values	<ul style="list-style-type: none"> • Demonstrable ability to meet Trust values of <i>caring, fair and open</i>. 	E	Application and Interview

Last reviewed: February 2024