## NATIONAL PROFILES FOR PROFESSIONAL MANAGERS

## CONTENTS

Profile Title	AfC Banding	Page
Professional Manager (Clinical, Clinical Technical Service)	8A-B	2
Professional Manager (Clinical, Clinical Technical Service)	8B - 8C	3
Professional Manager (Clinical, Clinical Technical Service)	8C-9	4

Note: Professional Manager (Clinical, Clinical Technical Service) was originally banded at 8C-D prior to the introduction of band 9 and has now been rebanded as 8C-9 as the JE score was over 720.

Research & Development	May undertake research	1-3
Information Resources 11. Responsibility for	Updates patient/client, work records Occasionally/ regularly undertakes R&D major job feature	1-3
10. Responsibility for	development, performance, work evaluation Record personally generated information	1
9. Responsibility for Human Resources	capital equipment, supplies Line manager for single function or department Manages staff of department, including recruitment, career	4(a)
8. Responsibility for Financial & Physical Resources	Budget holder for department/service/service, procurement of physical assets or supplies for department/service Holds budget; monitoring, control for department; procurement of	4(a) (c)
Policy/Service Development	service Responsible for proposing & implementing departmental policies; involved in development of trust policies	4
Patient/Client Care 7. Responsibility for	social care service Accountable to trust for delivery of service Responsible for policy implementation & development for a	4
6. Responsibility for	Driving, keyboard skills/ skills needing accuracy and/or speed required for professional practice Accountable for direct delivery of clinical, clinical technical or	7
5. Physical Skills	Physical skills obtained through practice; Developed physical skills; advanced keyboard use; Highly developed physical skills, accuracy important; manipulation of fine tools materials	2- 3(a)(b)
4. Planning & Organisational Skills	Plan and organise broad range of complex activities; formulates, adjusts plans or strategies Operational planning of service, business planning	4
3. Analytical & Judgemental Skills	Highly complex facts or situations requiring analysis, interpretation, comparison of a range of options Skills for analysis of service, client, organisational, staffing issues	5
Training & Experience	Specialist knowledge across range of procedures underpinned by theory Professional knowledge acquired through degree supplemented by diploma level specialist training, management qualification or equivalent and experience	6
2. Knowledge.	operation required; present complex, sensitive or contentious information to large groups Communicates service-related information to senior managers, staff, external agencies: requires negotiating, persuasive, motivational, reassurance skills; gives formal presentations	
1. Communication & Relationship Skills	Provide and receive highly complex, sensitive or contentious information; barriers to understanding; agreement or co-	5(a) (b)
Factor	Accountable for service delivery: liaises with other agencies as app Responsible for budget & physical resources     Relevant Job Information	propriate

Lab Titla	Desfersional Manager (Clinical Clinical Technical Service)	
Job Title: Job Statement:	Professional Manager (Clinical, Clinical Technical Service) 1. Manages staff, including recruitment, appraisal, CPD, performance	
Job Statement:	Responsible for policy & service development	
	3. Accountable for service delivery: liaises with other agencies as appropriate	
Frates	4. Responsible for budget & physical resources	15 1
Factor	Relevant Job Information	JE level
1. Communication &	Provide and receive highly complex, sensitive or contentious information; barriers to understanding; present complex.	5(a) (b)
Relationship Skills	sensitive or contentious information to large groups	
	Communicates service-related information to senior managers, staff, external	
	agencies: requires negotiating, persuasive, motivational, reassurance skills;	
	gives formal presentations	
2. Knowledge,	Highly developed specialist knowledge, underpinned by theory	7
Training & Experience	and experience Professional knowledge acquired through degree, supplemented by specialist	
Experience	training to masters or equivalent level, management gualification or	
	equivalent, experience	
3. Analytical &	Highly complex facts or situations requiring analysis,	5
Judgemental Skills	interpretation comparison of a range of options	
4 Diamaina 0	Skills for analysing service, client, organisational, staffing issues	
4. Planning &	Plan and organise broad range of complex activities;	4
Organisational Skills	formulates, adjusts plans, strategies Operational planning of service, business planning	
5. Physical Skills	Physical skills obtained through practice; Developed physical	2 – 3 (a)
	skills; advanced keyboard use; Highly developed physical skills,	(b)
	accuracy important; manipulation of fine tools materials	()
	Driving, keyboard skills/ skills needed for professional practice, requiring	
C. Deen en eihilite fer	accuracy and/or speed for professional practice	7
6. Responsibility for Patient/Client Care	Accountable for direct delivery of clinical, clinical technical, social care service(s)	r
Fatient Chent Gare	Accountable to trust for delivery of service	
7. Responsibility for	Responsible for policy implementation & development for a	4-5
Policy/Service	service/ Responsible for policy implementation & development	
Development	for directorate or equivalent	
	Responsible for proposing & implementing service/departmental policies/ responsible for policy implementation and service development for a	
	directorate or equivalent	
8. Responsibility for	Budget holder for department/service; procurement of physical	4(a); (c)/
Financial & Physical	assets or supplies for department/service/ responsible for	5(a)
Resources	budget for several services	
	Holds budget; procures capital equipment, supplies/ holds budgets for several services	
9. Responsibility for	Line manager for single function or department	4(a)
Human Resources	Manages staff of department, including recruitment, career development,	.()
	discipline, work evaluation	-
10. Responsibility for	Record personally generated clinical observations	1
Information	Updates patient/client, work records	
Resources 11. Responsibility for	Occasionally/ regularly undertakes R&D major job feature;	1-3
Research &	May undertake research	
Development		
12. Freedom to Act	General policies, need to establish interpretation	5
	Operates independently, manages department, interprets organisational	
13. Physical Effort	policies Combination of sitting, standing, walking; Frequent light effort	1/ 2/b): /d\/
15. Physical Enon	for short periods; occasional/ frequent moderate for several	1/2(b); (d)/ 3 (c)
	short periods	5 (0)
	Effort required for carrying out clinical/technical duties	
14. Mental Effort	Frequent concentration, work pattern unpredictable	3(a)
	Concentration for e.g. analysis, writing reports, meetings, patient/client	
15. Emotional Effort	assessment, interruptions to deal with service issues Occasional distressing / highly distressing or emotional	2-3(b)
13. Enlocional Enort	circumstances	2-3(0)
	Deals with staff problems, patient complaints, conveys unwelcome news/	
	unexpected deaths	
16. Working	Occasional/frequent unpleasant conditions	2-3
Conditions JE Score/Band	Conditions relating to carrying out clinical/technical duties JE Score 590-665	Band 8b-8c
JE SCORE/Ballu	0E 30016 330-003	Danu ob-oc

Job Title: Job Statement:	<ul> <li>Professional Manager (Clinical, Clinical Technical Service)</li> <li>Manages staff, including recruitment, appraisal, CPD, performance</li> <li>Responsible for policy &amp; service development</li> <li>Accountable for service delivery: liaises with other agencies as appropriate</li> <li>Responsible for budget &amp; physical resources</li> </ul>	
Factor	Relevant Job Information	JE level
1. Communication & Relationship Skills	Provide and receive highly complex, sensitive or contentious information; barriers to understanding; present complex, sensitive or contentious information to large groups/ significant barriers to acceptance; hostile, antagonistic or highly emotive atmosphere Communicates service-related information to senior managers, staff, external agencies: requires negotiating, persuasive, motivational, reassurance skills; gives formal presentations/ manage and reconcile conflicting views where there are significant barriers to acceptance or understanding	5-6
2. Knowledge, Training & Experience	Advanced theoretical & practical knowledge Professional knowledge acquired through degree, supplemented by specialist training to doctorate or equivalent level, management qualification or equivalent, experience	8(a)
3. Analytical & Judgemental Skills	Highly complex facts or situations requiring analysis, interpretation comparison of a range of options Skills for analysing service, client, organisational, staffing issues	5
4. Planning & Organisational Skills	Plan and organise broad range of complex activities; formulates, adjusts plans, strategies Operational planning of service, business planning	4
5. Physical Skills	Physical skills obtained through practice; Developed physical skills; advanced keyboard use; Highly developed physical skills, accuracy important; manipulation of fine tools materials Driving, keyboard skills/ skills needed for professional practice, requiring accuracy and/or speed required for professional practice	2-3 (a)(b)
6. Responsibility for Patient/Client Care	Accountable for direct delivery of clinical, clinical technical, social care service(s) Accountable to trust for delivery of service	7
7. Responsibility for Policy/Service Development	Responsible for policy implementation & development for a service/ Responsible for policy implementation & development for directorate or equivalent Responsible for proposing & implementing service/departmental policies/ responsible for policy implementation and service development for a directorate or equivalent	4-5
8. Responsibility for Financial & Physical Resources	Budget holder for department/service; procurement of physical assets or supplies for department/service/ responsible for budget for several services Holds budget; procures capital equipment, supplies/ holds budgets for several services	4 (a) (c)5(a)
9. Responsibility for Human Resources	Line manager for single function or department/ several/ multiple departments Manages staff of department/ directorate or equivalent including recruitment career development, performance, work evaluation	4-5(a)
10. Responsibility for Information Resources	Records personally generated information Updates patient/client, work records	1
11. Responsibility for Research & Development	Regularly undertakes R&D activity; R&D as major job requirement; co- ordinate, implement R&D activity as job requirement Undertakes research; carries out research as major job requirement/ co-ordinates and implements R & D programmes	2-4
12. Freedom to Act	General policies, need to establish interpretation Operates independently, manages department, interprets organisational policies	5
13. Physical Effort	Combination of sitting, standing, walking; Frequent light effort for short periods; occasional/ frequent moderate for several short periods Effort required for carrying out clinical/ technical duties	1/ 2(b); (d)/ 3 (c)
14. Mental Effort	Frequent concentration, work pattern unpredictable Concentration for e.g. analysis, writing reports, meetings, patient/client assessment, interruptions to deal with service issues	3(a)
15. Emotional Effort	Occasional distressing / highly distressing or emotional circumstances Deals with staff problems, patient complaints, conveys unwelcome news/ unexpected deaths	2-3(b)
16. Working Conditions	Occasional/frequent unpleasant conditions Conditions relating to carrying out clinical/technical duties	2-3
JE Score/Band	JE Score 641-748	Band 8c-9