

1. Job details	
Job title	First Aider (Events)
Salary band	9
Accountable to	Event Delivery Manager

2. Job summary
Providing first aid treatment to patients whilst at public events, across the whole of the region, where St John Ambulance provides first aid cover.

3. Main duties and responsibilities	
1	To attend patients and service users within the care of St John Ambulance in accordance with policies and procedures, ensuring high standard of written documentation at all times
2	Represent St John Ambulance in a professional manner at events
3	Undertake continuous training and development applicable to your specific role
4	Have due regard to patient confidentiality at all times
5	Provide assistance to colleagues and healthcare professionals where necessary
6	Ensure that all equipment used is fit for purpose, cleaned and stored in accordance with procedures and any faults or damage is reported
7	Follow the St John Ambulance infection prevention control requirements as set out by the Care Quality Commission
8	Follow all other St John Ambulance Policies and Procedures as implemented within the organisation, especially clinical and health and safety
9	Keep a record of all hours that you complete
10	Keep a record of all training you receive
11	Perform any other duties commensurate with these responsibilities, the band of the post and skills and qualifications of the post-holder

4. Person specification

This is a specification of the experience, skills etc. that are required to effectively carry out the duties and responsibilities of the post (as outlined in the job description) and forms the basis for selection.

Requirements	Essential and desirable criteria		Method supporting assessment
	E	D	
Education and qualifications			
Educated to GCSE level or equivalent (Grade C)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Application form
Full UK manual driving licence with category B. No more than 6 penalty endorsements	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Application form
Formal first aid qualification	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Application form
St John Ambulance first aider/advanced first aider	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Application form
Experience			
A minimum of 2 years driving experience since first holding a full UK licence	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Application form/interview
Experience of delivering first aid	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Application form/interview
Skills, knowledge and abilities			
Excellent interpersonal skills with ability to communicate effectively at all levels	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Application form/interview
Ability to use Microsoft® applications at intermediate level	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Application form/interview
Ability to complete paperwork to exacting standards	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Application form
Ability to deliver a high quality patient experience and ensure customer satisfaction at all times	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Application form/interview
Be fit for role – physically able to demonstrate basic life support	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Application form/interview
Ability to work as part of a team	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Application form/interview
Demonstrate the ability to be flexible and available at short notice	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Interview
Ability to work under pressure	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Interview
Motivation			
Ability to work in a team and also use own initiative when necessary	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Application form/interview
Willingness to adapt and learn new skills	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Application form/interview
Willingness to work weekdays, evenings and weekends	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Interview
Willingness to travel across the region	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Interview

This job description is intended as an outline indicator of general areas of activity and will be amended in light of the changing needs of St John Ambulance. It is expected that the post holder will be as positive and flexible as possible in using this document as a framework.

Initials: HR

Date of preparation: 10/04/2017