RCNi

SUPPORTING STATEMENT TEMPLATE

**POST:** Senior Clinical Editor

**DEPARTMENT:** Editorial

**CANDIDATE NAME:** Click here to enter text.

This form supplements your CV and must be completed in order to be considered for the role for which you have applied.

Please answer questions 1 and 2, as well as complete the template below to provide evidence of how you meet the person specification for the above post. This form should be emailed, with your CV and equal opportunities form, to [hr@rcni.co](mailto:hr@rcni.co)m before the specified closing date for the post.

If you have any questions, please contact HR.

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| 1. Do you have a kinship/relationship with an RCNi board or staff member? Please answer yes or no.   If yes, please state name and relationship | Click here to enter text.  Click here to enter text. |
| 1. Have you been convicted of a criminal offence not spent under the rehabilitations of offenders act? Please answer yes or no.   If yes, please give details | Click here to enter text.  Click here to enter text. |

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| EDUCATIONAL REQUIREMENTS | **EVIDENCE** |
| Essential  First degree or equivalent  Desirable  Graduate in English or a life science | Click here to enter text. |
| **PROFESSIONAL/TECHNICAL & OCCUPATIONAL TRAINING** | **EVIDENCE** |
| Desirable  Qualification in publishing or editing, or APEL equivalent  Qualification in nursing or an allied health profession  Up-to-date knowledge and understanding of laws relating to libel and copyright  Training in people management | Click here to enter text. |
| EXPERIENCE | **EVIDENCE** |
| Essential  Evidence of having edited professional and/or scientific content for journal publication online and in print  Evidence of substantial editing and rewriting  Evidence of working with authors throughout the publication process  Desirable  Knowledge of relevant referencing systems and their application in practice  An understanding of how social media works and its importance  Knowledge of Google analytics or similar system of reporting online use of content  Working as a nurse or healthcare professional  Managing a team and/or line management of others | Click here to enter text. |
| SKILLS & KNOWLEDGE | **EVIDENCE** |
| Essential  Knowledge of current nursing issues  A willingness and ability to create and maintain a high-performance culture within the clinical editing team, and across the editorial department and the company as a whole  Good organisational skills  Ability to communicate effectively both orally and in writing | Click here to enter text. |
| OTHER REQUIREMENTS | **EVIDENCE** |
| Essential  Able to work autonomously while meeting the competing needs of a line manager and wider team  Ability to act as an ambassador for the company at all times  Understands what is meant by ‘equality of opportunity’ and is sensitive to this organisational objective at all times  Desirable  Availability to undertake overnight stays, sometimes at short notice | Click here to enter text. |

**Declaration**

By completing and returning this form, I certify that I have the right to work in the UK and that the information provided is correct and agree that if my application is successful it should form part of the basis of my engagement. I authorise RCNi to check the information that I have supplied as deemed reasonable by RCNi. I understand that falsification of qualifications or any other information may lead to my dismissal without notice. Where applicable, I consent that the organisation can seek clarification regarding professional registration details.