



Your Health Career

Achieve your potential with a career in NHS Wales

Rewarding | Satisfying | Fulfilling



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Welcome to NHS Wales Careers

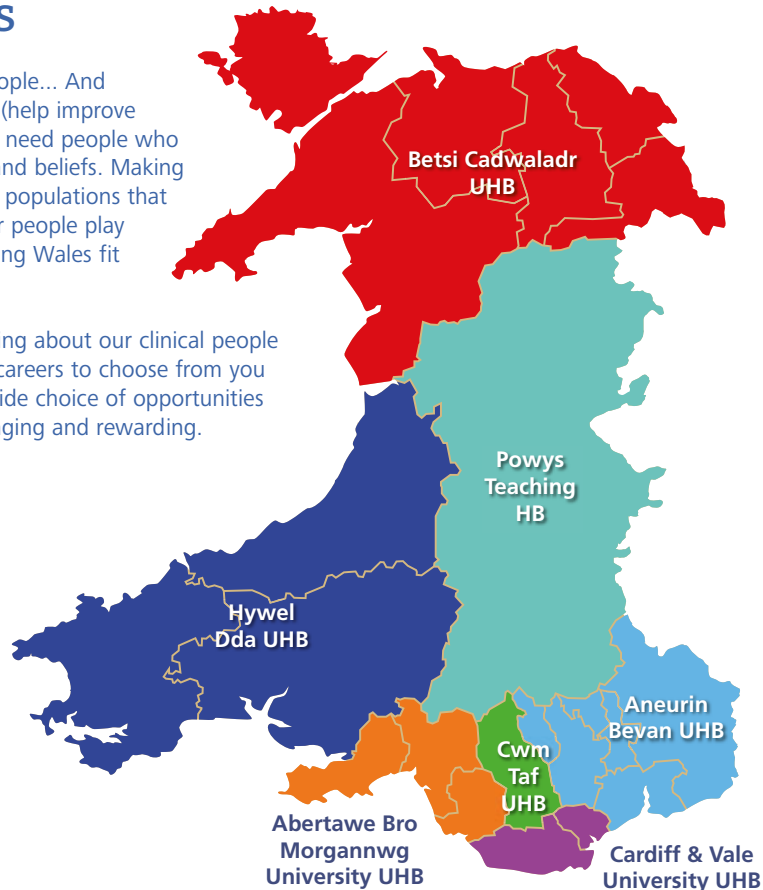
Did you know...?

- The founding father of the NHS, Aneurin Bevan, was Welsh
- We are the largest employer in Wales
- Our services span the length and breadth of Wales
- We provide healthcare to the 3 million people who live in the country

About us

We're all about people... And to do what we do (help improve and save lives), we need people who reflect our values and beliefs. Making a difference to the populations that we serve, all of our people play a vital role in keeping Wales fit and healthy.

We're not just talking about our clinical people either. With 350+ careers to choose from you can be sure of a wide choice of opportunities that will be challenging and rewarding.



Our Services

Our Health Boards and Trusts provide the following services:

- **Primary care services** are provided by general practitioners and other health care professionals in health centres and surgeries across Wales
- **Secondary care** is delivered through hospital and ambulance services
- **Tertiary care** is provided by hospitals that treat particular types of illness, such as cancer
- **Community care services** are usually provided in partnership with local social services and delivered to service users in their own homes

Our People

Our people are what make NHS Wales great! Passionate about what they do, all of our people have an important role to play in service users' care and we look for likeminded people who share our values and beliefs.

Health Boards (HB)	Organisation	Website
	Abertawe Bro Morgannwg UHB	wales.nhs.uk/sitesplus/863/home
	Aneurin Bevan UHB	wales.nhs.uk/sitesplus/866/home
	Betsi Cadwaladr UHB	wales.nhs.uk/sitesplus/861/home
	Cardiff and Vale UHB	cardiffandvaleuhb.wales.nhs.uk/home
	Cwm Taf UHB	cwmtaf.wales
	Hywel Dda UHB	wales.nhs.uk/sitesplus/862/home
	Powys Teaching Health Board	powysthb.wales.nhs.uk/home
Trusts	Organisation	Website
	Public Health Wales (PHW)	wales.nhs.uk/sitesplus/888/home
	Velindre NHS Trust	velindre-tr.wales.nhs.uk/home
	Welsh Ambulance Service Trust (WAST)	was-tr.wales.nhs.uk
All Wales Services	Organisation	Website
	NHS Wales Informatics Service (NWIS)	wales.nhs.uk/sitesplus/956/home
	NHS Wales Shared Services Partnership (NWSSP)	nwssp.wales.nhs.uk/home

NHS Wales Core Principles

Some roles give you direct contact with service users, while in others you are part of a vast support network vital to delivering healthcare and preventing ill health. Some jobs are in hospitals, others are based in the community. Some require the highest academic standards, but, for many positions, employers are just looking for enthusiasm, keenness to learn and the ability to work as part of a team.

To apply for any role, either in the NHS or in an organisation that provides NHS services, or for a health-related course, you'll need to show how you think the values of the NHS Wales Core Principles apply in your everyday work.

The NHS Wales Core Principles are:



Our Core Principles describe how we can work together to make sure that what we do and how we do it is underpinned by a strong shared common sense of purpose.

The six Core Principles reinforce our organisations' values and behaviours, which are rooted in the prudent healthcare concept; ensuring we achieve the highest possible quality in all that we do:



Find out more about the NHS Wales' Core Principles:

www.wales.nhs.uk/nhswalesaboutus/thecoreprinciplesofnhswales

In addition, there is an expectation that NHS Wales employees support the learning and development of others. This will include new employees, students (both on work experience and course placement) and colleagues.

350+ Roles

Did you know that there are more than 350 roles in health? So no matter what your skills and interests are you're bound to find a role to suit you!

This booklet is a handy guide to the roles in health. It is by no means a full list of professions or roles, but it gives you an idea of the number and variety of opportunities available.

For further details, visit www.nhswalescareers.com

NHS Wales Bursary Scheme

The Welsh Government, through the Welsh NHS, funds the education and training for a range of health professional education courses; details of the specific courses can be found at: www.nwssp.wales.nhs.uk/education-commis-and-contracting

The full NHS Wales Bursary scheme is available to UK residents and EU nationals (that have been ordinarily resident in the UK for three years prior to the start of the course) who commit to working in Wales following completion of their programme. EU nationals not resident in the UK who commit to working in Wales following completion of their programme can access funding for **tuition fees only** and will not be eligible to access the full NHS Wales Bursary Scheme.

The full NHS Wales Bursary scheme includes:

- the cost of tuition fees
- a bursary for living costs, including:
 - » a £1,000 non means tested grant
 - » a means tested bursary
 - » in addition, students are supported for costs such as travel, accommodation (whilst on placement), Childcare, Disabled Student Allowance, Dependents Allowance and Parental Learning Allowance
- If eligible, you will have access to a reduced student loan (subject to Student Loans Company Regulations)

Please note, individuals who already have a first degree and are undertaking a pre-registration programme, e.g. Physicians Associate, MSc/PG Dip Nursing, PG Dip Dietetics and PG Dip Occupational Therapy programmes, are not eligible to apply for a reduced student loan; however, they will have access to all other elements of the NHS Wales Bursary Scheme.

Individuals who **do not feel** they can commit to working in Wales following completion of their programme will **not** be eligible to receive the benefits of the NHS Wales Bursary Scheme; however, they will still be able to study in Wales and will be able to access the following support:

- Welsh domiciled students will have access to the standard student support package available from Student Finance Wales.
- Non-Welsh domiciled students will continue to be eligible to study in Wales but will need to secure funding from an alternative sources; this may include funding from the relevant funding body in their home country or self-finance.

Once students have received an offer for an NHS Wales training place from an agreed provider they **will need to decide whether they wish to commit to working in Wales prior to applying** for either the NHS Wales Bursary or the standard student finance package.

More information about the NHS Wales Bursary Scheme can be accessed on the Student awards Services website: www.nwssp.wales.nhs.uk/course-starts-on-or-after-1-september-20



"I really enjoy being an Occupational Therapist. I value working in a multidisciplinary team where each profession has their part to play and enjoy the daily challenges I face. I enjoy the variety of my job, working in the hospital and also in people's homes, and working with a diverse group of patients with a range of conditions and needs. The job is very rewarding."

ROBIN LOMAS: OCCUPATIONAL THERAPIST

<u>COURSE</u>	<u>TYPE AND LENGTH</u>	<u>CURRENT PROVIDER</u>
ALLIED HEALTH PROFESSIONS		
Dental Hygiene and Therapy	BSc – Full time	Bangor University Cardiff University
Dental Hygiene	PG Dip – Full time	Cardiff University
Diagnostic Radiography	BSc – Full time	Bangor University Cardiff University
Dietetics	BSc – Full time	Cardiff Metropolitan University Glyndwr University
	PG Dip – Full time	Cardiff Metropolitan University
Occupational Therapy	BSc – Full time	Cardiff University Glyndwr University Swansea University
	BSc – Part time	Glyndwr University Swansea University University of South Wales
	PG Dip/MSc – Full time	Cardiff University
Operating Department Practice	BSc – Full time	Glyndwr University Swansea University University of South Wales
Paramedic Science	BSc – Full time	Glyndwr University Swansea University
Physician Associate	PG Dip – Full time	Bangor University Swansea University
Physiotherapy	BSc – Full time	Cardiff University Glyndwr University
	BSc – Part time	University of South Wales
	PG Dip/MSc – Full time	Bangor University Cardiff University
Podiatry	BSc – Full time	Cardiff Metropolitan University
Radiotherapy and Oncology	BSc – Full time	Cardiff University
Speech and Language Therapy	BSc – Full time	Cardiff Metropolitan University Glyndwr University
HEALTHCARE SCIENCE: PTP		
Audiology	BSc – Full time	Swansea University
Cardiac Physiology	BSc – Full time	Swansea University
Clinical Engineering	BSc – Full time	Swansea University
Life Science – Blood, Infection, Cellular and Genetics	BSc – Full time	Cardiff Metropolitan University
Neurophysiology	BSc – Full time	Swansea University

Nuclear Medicine and Radiotherapy Physics	BSc – Full time	Swansea University
Respiratory & Sleep Science	BSc – Full time	Swansea University
NURSING		
Adult	BSc/BN – Full time	Aberystwyth University Bangor University Cardiff University Glyndwr University Swansea University University of South Wales
	MSc/PG Dip – Full time	Cardiff University Glyndwr University Swansea University University of South Wales
Child	BSc/BN – Full time	Aberystwyth University Bangor University Cardiff University Glyndwr University Swansea University University of South Wales
	MSc/PG Dip – Full time	Cardiff University Glyndwr University Swansea University University of South Wales
Mental Health	BSc/BN – Full time	Aberystwyth University Bangor University Cardiff University Glyndwr University Swansea University University of South Wales
	MSc/PG Dip – Full time	Cardiff University Glyndwr University Swansea University University of South Wales
Midwifery	BSc/BN – Full time	Bangor University Cardiff University Swansea University University of South Wales
Learning Disability	BSc/BN – Full time	Bangor University Swansea University University of South Wales

How to use this booklet

- > We have organised the roles into twelve categories, which are listed on page 10.
- > Each category is colour coded for ease of reference.
- > The roles are listed alphabetically in each category.
- > The roles for Healthcare Science are listed according to the entry routes and not alphabetically.

All entries include a snapshot of:

a description of the role

the minimum qualifications you need to perform the role

the skills/qualities you need

contact details to find out more about the role

Job opportunities, including apprenticeships

You can search for current job opportunities and apprenticeships on a number of websites:

Job vacancies in the NHS can be found at:

www.jobs.nhs.uk and www.wales.nhs.uk/nhswalesaboutus/workingforhswales

Apprenticeships in the health sector can be found at: www.jobs.nhs.uk and ams.careerswales.com

MAXINE ROBERTS: HOUSEKEEPING

NHS Wales would like to thank Health Education England in the development of this careers resource.

Categories

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Allied health professionals provide treatment and help rehabilitate adults and children who are ill, have disabilities or special needs to live life as fully as possible. They often manage their own caseloads.

Ambulance Servicesp.23

Ambulance service staff work for either the non-emergency service (which is responsible for the vast majority of patient transport) or the emergency service.

Health Informaticsp.23

The experts on patient information that other healthcare staff rely on to provide the best possible care. These professionals also manage the computer systems that support the whole NHS.

Healthcare Science and Pharmacyp.35

Healthcare scientists and pharmacy staff help prevent, diagnose and treat illness using their knowledge of science and their technical skills. They can use their expertise to help save lives and improve patient care in a supporting role or in direct contact with patients.

Management.....p.35

Health sector managers are responsible for the people, finances, and provision of equipment, buildings and services the NHS needs to deliver healthcare effectively.

Medical and Dental.....p.45

Doctors diagnose and treat illnesses, working to prevent ill health and improve wellbeing. The dental team diagnose and treat a wide range of problems affecting the mouth, teeth and gums, and work to promote and maintain dental health.

Medical Associate Professionsp.51

Medical associate professionals provide patient care under the supervision of a doctor. This releases additional time for doctors to focus on more complex patient issues.

Midwiferyp.51

Midwives work in communities and hospitals. Their role goes well beyond delivering babies; they provide antenatal and postnatal care, counselling, support and education to new parents.

Nursingp.51

Nurses work in hospitals and the community to treat and care for sick and injured adults and children, support their treatment and promote good health. As well as nursing patients with physical illnesses, they support those with mental health problems or learning disabilities.

Psychological Therapiesp.57

Staff working in the psychological therapies help people cope with problems as diverse as drug or alcohol addiction, eating disorders, family breakdown or bereavement.

Public Health.....p.57

Staff working in public health protect and improve the public's health and wellbeing and reduce inequalities in health. In some roles, you will work directly with the public and in others contact may be occasional or rare.

Wider Healthcare Team.....p.63

Staff in the wider healthcare team provide the vital round-the-clock back-up operation that all health organisations need to keep them running. Healthcare support workers provide a direct and indirect service to individuals in a variety of care settings. They undertake a range of delegated duties under appropriate supervision.

Which jobs are included?

The following jobs are described in this booklet, colour-coded according to the corresponding area of work in health. For a more comprehensive list of roles, visit: www.nhswalescareers.com

Allied Health Professions (AHPs)

Allied Health Professional Assistant
Art, Drama and Music Therapist
Dietitian
Occupational Therapist
Operating Department Practitioner (ODP)
Orthoptist
Orthotist
Physiotherapist
Podiatrist
Prosthetist
Radiographer
Speech and Language Therapist

Ambulance Service

Ambulance Care Assistant
Call Handler (NHSDW/111)
Emergency Medical Dispatcher
Emergency Medical Service 999 Call Handler
Paramedic
Patient Transport Service Call Handler (non-emergency)
Urgent Care Assistant

Health Informatics

Clinical Coder
Health Records Clerk
ICT Support Technician
IT Trainer
Libraries and Knowledge Manager

Healthcare Science & Pharmacy

Clinical Photographer
Healthcare Science Support Worker
Healthcare Science Practitioner
Clinical Scientist
Consultant Clinical Scientist
Pharmacist
Pharmacy Technician
Sterile Services / Decontamination Services Manager

Management

Finance Manager
General Manager

Medical and Dental

Dental Hygienist and Dental Therapist
Dental Nurse
Dental Technician
Dentist
Doctor

Medical Associate Professions

Physician Associate
Surgical Care Practitioner

Midwifery

Maternity Support Worker
Midwife

Nursing

Nurse
Nursing Healthcare Support Worker

Psychological Therapies

Applied Practitioner Psychologist
High Intensity Psychological Therapist

Public Health

Environmental Health Professional
Health Trainer
Public Health Practitioner

Wider Healthcare Team

Architect
Catering Assistant
Catering Manager
Driver
Facilities Supervisor
Gardener
Health Play Staff
Housekeeper
Laundry Assistant
Maintenance Staff
Medical Secretary
Nursery Nurse
Patient Advice and Liaison Service (PALS) Staff
Personal Assistant
Porter
Receptionist/Telephonist
Skilled Trades Staff
Stores Staff
Ward Clerk

ALLIED HEALTH PROFESSIONALS

Allied health professionals provide treatment and help rehabilitate adults and children who are ill, have disabilities or special needs to live life as fully as possible. They often manage their own caseloads.

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Orthotist	18
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Podiatrist	20
Prosthetist.....	20
Radiographer	20
Speech and Language Therapist	20

"I like working for the NHS because my work can be challenging and exciting. I contact many different service users so I have to think fast on my feet. There are also many opportunities for learning and development to progress in the NHS.

There is also a great camaraderie with all my colleagues, we are always there to help each other."

TRACY HOOPER: RECEPTIONIST

	Description of Work	Minimum Qualifications
Allied Health Professional (AHP) Assistant	AHP ASSISTANTS work alongside professionals, such as physiotherapist, radiographers, podiatrists and speech and language therapists. They play an essential role in supporting registrants in the diagnosing, treatment and care of individuals accessing healthcare services. This is a small example of the many roles available within this area. These roles will be found in hospital and community settings.	There are no formal entry requirements but employers may require some GCSEs, including English and maths (or equivalent). Work based learning, appropriate to your role, will be provided.
Art, Drama, and Music Therapist	ARTS THERAPISTS use the creative arts – art, drama or music – to help patients with physical, mental or emotional difficulties express themselves. Through these creative mediums, they help patients with their recovery and overall wellbeing.	To become an arts therapist, you will need to be a graduate in order to take a postgraduate diploma/ masters programme approved by the Health and Care Professions Council (HCPC). These can be achieved through either full or part-time study. Professionals, such as teachers or psychologists who have a commitment to the visual arts, may also be considered to train as arts therapists.
Dietitian	DIETITIANS translate the science of nutrition into advice about food. They promote good health by working with people who have special dietary needs, inform the public and educate health professionals.	Dietitians must register with the Health and Care Professions Council. To do so, they need an approved qualification in dietetics at BSc level, or a first degree in a relevant subject plus an approved postgraduate qualification in dietetics.

Skills/Qualities	Contact Details
You will need to work as part of a multidisciplinary team, while being able to follow instructions efficiently. Good communication skills and an ability to maintain confidentiality are essential.	NHS WALES EDUCATION DEVELOPMENT www.nwssp.wales.nhs.uk/education-development SEARCH FOR VACANCIES ON www.jobs.nhs.uk <i>and</i> www.wales.nhs.uk/nhswalesaboutus/workingforhswales
You need to be accomplished in music, art or drama and be able to relate well to patients with a range of physical, psychological and emotional challenges.	BRITISH ASSOCIATION OF ART THERAPISTS www.baat.org BRITISH ASSOCIATION OF DRAMATHERAPISTS www.badth.org.uk BRITISH ASSOCIATION FOR MUSIC THERAPY www.bamt.org HEALTH AND CARE PROFESSIONS COUNCIL www.hcpc-uk.org
You need to have an interest in science and food and be able to communicate with people from all parts of the community. You need to be able to explain complex issues simply.	BRITISH DIETETIC ASSOCIATION www.bda.uk.com HEALTH AND CARE PROFESSIONS COUNCIL www.hcpc-uk.org

	Description of Work	Minimum Qualifications
Occupational Therapist	OCCUPATIONAL THERAPISTS help children and adults to overcome physical, psychological or social problems arising from illness or disability, by concentrating on what they are able to achieve and enabling them to live as independently as possible.	A BSc or post-graduate diploma in occupational therapy (for which A-levels or equivalent, or relevant first degree are required) leading to eligibility to apply for registration with the Health and Care Professions Council.
Operating Department Practitioner (ODP)	OPERATING DEPARTMENT PRACTITIONERS (ODPs) are an important part of the operating theatre team, working with surgeons, theatre nurses and anaesthetists to ensure every operation is as safe and effective as possible.	An approved degree in operating department practice, and registration with the Health and Care Professions Council. Entry requirements vary between universities.
Orthoptist	ORTHOPTISTS diagnose and treat visual problems involving eye movement and alignment. They may also screen school children.	Three or four year full-time university degree and registration with the Health and Care Professions Council.
Orthotist	ORTHOTISTS provide a range of splints, braces and special footwear to aid movement, correct deformity and relieve discomfort. They work with people of all ages, from children with cerebral palsy to elderly patients needing specialist footwear.	Three or four year full-time BSc in prosthetics and orthotics and registration with the Health and Care Professions Council. Once registered as a practitioner, you can choose to specialise either as an orthotist or prosthetist.

Skills/Qualities	Contact Details
You need patience, ingenuity and a creative, practical approach. Most of all, you will want to work closely with people to help them to lead full and satisfying lives as independently as possible.	ROYAL COLLEGE OF OCCUPATIONAL THERAPISTS www.rcot.co.uk HEALTH AND CARE PROFESSIONS COUNCIL www.hcpc-uk.org
You will be working in a pressurised atmosphere on intricate and complex procedures, so you will need to be calm and able to concentrate for long periods.	COLLEGE OF OPERATING DEPARTMENT PRACTITIONERS www.codp.org.uk HEALTH AND CARE PROFESSIONS COUNCIL www.hcpc-uk.org
You will want to work with people and have the ability to communicate with patients of all ages. You will need precision and accuracy in your work.	BRITISH AND IRISH ORTHOPTIC SOCIETY www.orthoptics.org.uk HEALTH AND CARE PROFESSIONS COUNCIL www.hcpc-uk.org
You will need patience and accuracy to take the precise measurements that affect a patient's comfort and mobility. You will also have the communication skills needed to reassure patients and a talent for technical design.	BRITISH ASSOCIATION OF PROSTHETISTS AND ORTHOTISTS www.bapo.com HEALTH AND CARE PROFESSIONS COUNCIL www.hcpc-uk.org

	Description of Work	Minimum Qualifications
Physiotherapist	PHYSIOTHERAPISTS help patients regain movement lost through illness, accident or ageing.	BSc in physiotherapy leading to eligibility to apply for professional registration with the Health and Care Professions Council. There are also postgraduate courses for graduates with an appropriate degree.
Podiatrist	PODIATRISTS see patients of all ages to diagnose and treat problems of the lower limb. These include verrucas, sports and dance injuries and circulation problems in patients at risk from amputation, such as those with diabetes.	BSc in podiatry leading to eligibility to apply for professional registration with the Health and Care Professions Council.
Prosthetist	PROSTHETISTS provide the best possible replacement for patients who were born without a limb or who have lost one. They work with patients and technicians at every stage from designing the prosthesis to helping patients adjust to life with a new limb.	Three or four year full-time BSc in prosthetics and orthotics followed by registration with the Health and Care Professions Council. Once registered as a practitioner, you can choose to specialise either as a prosthetist or an orthotist.
Radiographer	There are 2 types of radiographer. DIAGNOSTIC RADIOGRAPHERS carry out the imaging techniques, such as x-rays, used to help diagnose conditions. THERAPEUTIC RADIOGRAPHERS are responsible for radiation treatment for cancer patients, and for their wellbeing during treatment.	An approved degree in diagnostic or therapeutic radiography and registration with the Health and Care Professions Council.
Speech and Language Therapist	SPEECH AND LANGUAGE THERAPISTS work with people of all ages who have problems with speech, from childhood lisps to elderly patients who have difficulties following a stroke.	A three year degree through an accredited university course, which leads to registration with the Health and Care Professions Council.

Skills/Qualities	Contact Details
You will need tolerance, patience and compassion. You must also be able to build up a rapport with patients of all ages, their families or carers and other medical and social services staff.	CHARTERED SOCIETY OF PHYSIOTHERAPY www.csp.org.uk HEALTH AND CARE PROFESSIONS COUNCIL www.hcpc-uk.org
You will need the ability to communicate with patients of all ages from infants to the elderly. You will be patient, understanding and have a steady hand.	HEALTH AND CARE PROFESSIONS COUNCIL www.hcpc-uk.org COLLEGE OF PODIATRY www.scpod.org
You will need creative and technical skills to measure and create limbs that look and feel as natural as possible. You will also need patience and understanding to work closely with patients who may be traumatised.	BRITISH ASSOCIATION OF PROSTHETISTS AND ORTHOTISTS www.bapo.com HEALTH AND CARE PROFESSIONS COUNCIL www.hcpc-uk.org
You need the confidence to work with leading-edge technology, and the ability to learn new skills and adapt. You need to be able to communicate well with other members of the team. Therapeutic radiographers see patients over many weeks and need to be able to build a rapport with them.	HEALTH AND CARE PROFESSIONS COUNCIL www.hcpc-uk.org SOCIETY AND COLLEGE OF RADIOGRAPHERS www.sor.org or www.radiographycareers.co.uk
You will need excellent language, communication and listening skills, patience, a calm manner and the tact to deal with service users, across all age ranges, who are often embarrassed by their condition.	HEALTH AND CARE PROFESSIONS COUNCIL www.hcpc-uk.org ROYAL COLLEGE OF SPEECH AND LANGUAGE THERAPISTS www.rcslt.org

AMBULANCE SERVICE

Ambulance service staff work for either the non-emergency service (which is responsible for the vast majority of patient transport) or the emergency service.

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Call Handler (NHSDW/111)	24
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HEALTH INFORMATICS

The experts on patient information that other healthcare staff rely on to provide the best possible care. These professionals also manage the computer systems that support the whole NHS.

Clinical Coder	30
Health Records Clerk	30
ICT Support Technician	30
IT Trainer	32
Libraries and Knowledge Manager	32

"I had never considered a job working for the NHS when I first became a plumber but when the opportunity came up I jumped at the chance. Not only is it a great environment to work in with new and different challenges every day but it can also turn a job into a career."

LEE WHILES: PLUMBER

	Description of Work	Minimum Qualifications
Ambulance Care Assistant	AMBULANCE CARE ASSISTANTS transport patients to and from hospital and other care settings and are part of the non-emergency ambulance service.	A good general education and a clean driving licence are usually required. (minimum class B driving licence, C1/D1 desirable).
Call Handler (NHSDW/111)	CALL HANDLERS (NHSDW/111) provide a front line service in answering incoming calls to NHS Direct Wales/111 and the Welsh Ambulance Service. Responsible for the prioritisation of presenting clinical symptoms and transfer of patient calls to the appropriate responders.	In-service training will be provided, but you will need a minimum of 5 GCSES or equivalent.
Emergency Medical Dispatcher	EMERGENCY MEDICAL DISPATCHERS are responsible for sending an emergency vehicle to an incident as quickly and with as much information as possible.	In-service training will be provided and most employers ask for a good general education.

Skills/Qualities	Contact Details
You need to be physically fit to enable you to lift, move and drive people, many of whom are frail, in safety and comfort. You need to be responsible, patient and keep a cool head in a crisis.	SEARCH FOR VACANCIES ON www.jobs.nhs.uk <i>and</i> www.wales.nhs.uk/nhswalesaboutus/workingforhswales
You will need to remain calm in pressurised situations so you can get essential information from a caller quickly and accurately and help to reassure them. You will need excellent communication/interpersonal skills.	SEARCH FOR VACANCIES ON www.jobs.nhs.uk <i>and</i> www.wales.nhs.uk/nhswalesaboutus/workingforhswales
You will need a calm, efficient approach in what might be life or death situations. You will also need excellent communication/ interpersonal skills.	SEARCH FOR VACANCIES ON www.jobs.nhs.uk <i>and</i> www.wales.nhs.uk/nhswalesaboutus/workingforhswales

	Description of Work	Minimum Qualifications
Emergency Medical Services 999 Call Handler	EMERGENCY MEDICAL SERVICES 999 CALL HANDLERS receive and deal effectively with calls for the Emergency Medical Services. They obtain relevant data from callers in a professional, empathetic manner, providing calm reassurance and pre-arrival instructions from protocols where necessary. In addition, an Emergency Medical Services 999 Call Handler is required to record details accurately and input information into the computerised Control and Communication systems, within recognised time-frames. They need to communicate effectively and convey all relevant information to appropriate parties.	In-service training will be provided, but you will need a minimum of 5 GCSEs or equivalent.
Paramedic	PARAMEDICS are senior members of accident and emergency ambulance crews, providing pre-hospital care and treatment to patients who are either acutely ill or injured.	Paramedics must register with the Health and Care Professions Council. For this, candidates must take an HCPC-approved course, either on a full time basis (at university) or apply for a student paramedic post with an ambulance trust and complete the training part-time. Full-time courses will usually require GCSEs and A-levels (or equivalent qualifications). Paramedics must hold a suitable driving licence.

Skills/Qualities	Contact Details
You will need excellent communication/ interpersonal skills. You will need attention to detail to take accurate records.	SEARCH FOR VACANCIES ON www.jobs.nhs.uk <i>and</i> www.wales.nhs.uk/nhswalesaboutus/workingforhswales
You will need to be physically fit and mentally able to deal with a highly pressurised environment. You must be able to communicate with both children and adults, remaining calm even in highly distressing situations. You must also be a confident driver.	COLLEGE OF PARAMEDICS www.collegeofparamedics.co.uk HEALTH AND CARE PROFESSIONS COUNCIL www.hcpc-uk.org

	Description of Work	Minimum Qualifications
Patient Transport Service Call Handler (non-emergency)	PATIENT TRANSPORT SERVICE CALL HANDLERS have a key role in ensuring that patients, many of whom are frail and elderly, get to their health appointments safely and on time.	Some employers ask for a certain number of GCSEs or the equivalent. Others look for a good general education.
Urgent Care Assistant	URGENT CARE ASSISTANTS provide appropriate care to patients ensuring safe and appropriate transfer of patients and provide an emergency first response.	You will need a minimum 5 GCSEs or equivalent and C1 on your driving licence.

Skills/Qualities	Contact Details
You will need a calm, efficient approach under pressure and good communication skills.	SEARCH FOR VACANCIES ON www.jobs.nhs.uk <i>and</i> www.wales.nhs.uk/nhswalesaboutus/workingforhswales
You need to be quick-thinking and decisive, but also provide a calm and reassuring environment to patients and relatives. You will also need excellent communication/interpersonal skills.	SEARCH FOR VACANCIES ON www.jobs.nhs.uk <i>and</i> www.wales.nhs.uk/nhswalesaboutus/workingforhswales

	Description of Work	Minimum Qualifications
Clinical Coder	CLINICAL CODERS create an accurate record of a patient's stay in hospital by recording diagnoses and interventions as a series of alpha numeric codes on a computer.	No formal requirements, but a good general education is needed, including GCSE maths and English or equivalent, and candidates need to be reasonably familiar with computers. On-the-job training is provided and candidates can eventually take the Clinical Coders Foundation Course. With experience, candidates can apply for the National Clinical Coding Qualification.
Health Records Clerk	HEALTH RECORDS OR MEDICAL RECORDS CLERKS organise, retrieve and store patients' medical records so they can be used by healthcare professionals for their care, for example, in outpatient clinics.	No formal qualifications are needed, although applicants are likely to need computing skills and a good general education. Apprenticeships in administration are often available. See page 5 for general information about searching and applying for apprenticeships.
ICT Support Technician	ICT SUPPORT TECHNICIANS work as part of the health informatics team, diagnosing and fixing computer faults and installing PCs.	A degree in a relevant subject (e.g. ICT) or equivalent experience. A customer service qualification at QCF level 3 or equivalent experience may also be required. To do the job, candidates will usually be trained in Microsoft desktop support and operating systems. Apprenticeships in IT-related roles are sometimes available. See page 5 for general information about searching and applying for apprenticeships.

Skills/Qualities	Contact Details
You need to be accurate and able to extract information quickly from medical notes. An enquiring mind and enjoyment of medical matters will help, and you need to be able to sit at a computer and concentrate for long periods of time.	INSTITUTE OF HEALTH RECORD INFORMATION AND MANAGEMENT www.ihrim.co.uk
You need to be able to stay calm under pressure, be good with people and have the ability to maintain strict confidentiality.	INSTITUTE OF HEALTH RECORD AND INFORMATION MANAGEMENT www.ihrim.co.uk
You need enthusiasm, to be a team player and be able to work efficiently in a very busy environment.	THE CHARTERED INSTITUTE FOR IT www.bcs.org SEARCH FOR VACANCIES ON www.jobs.nhs.uk

	Description of Work	Minimum Qualifications
IT Trainer	IT TRAINERS are responsible for training a range of healthcare professionals and supporting administrative staff in computer skills so they can use a number of information and communication systems effectively.	Likely to be a role for a graduate, and someone with formal training and ICT qualifications.
Libraries & Knowledge Manager	LIBRARIES AND KNOWLEDGE MANAGERS lead the development of a trust's knowledge management services – including physical libraries and online information and journals – so that all staff and others can access the information they need.	A degree in library and information management (or similar qualification), and possibly also a management qualification. Some management experience would also be advantage.

Skills/Qualities	Contact Details
You need excellent interpersonal and presenting skills, and the ability to impart complex information and technologies to both new and experienced computer users. You need to be an expert in email, web and windows applications, to be calm and able to reassure nervous trainees.	LEARNING AND PERFORMANCE INSTITUTE learningandperformanceinstitute.com THE INSTITUTE OF TRAINING AND OCCUPATIONAL LEARNING (ITOL) www.itol.org
You need to be self-motivated, confident and forward-thinking, with the ability to operate at a strategic level in the organisation and to organise knowledge resources so the maximum number of people can access them.	THE CHARTERED INSTITUTE OF LIBRARY AND INFORMATION PROFESSIONALS www.cilip.org.uk



"Supporting the patient and their families with their journey from hospital to home and ensuring that all decisions made are in the patients best interest is what I love about my job."

KAREN STACEY: DISCHARGE LIAISON NURSE

HEALTHCARE SCIENCE AND PHARMACY

Healthcare scientists and pharmacy staff help prevent, diagnose and treat illness using their knowledge of science and their technical skills. They can use their expertise to help save lives and improve patient care in a supporting role or in direct contact with patients.

Clinical Photographer	36
Healthcare Science Support Worker	36
Healthcare Science Practitioner	36
Clinical Scientist	38
Consultant Clinical Scientist	38
Pharmacist	38
Pharmacy Technician	40
Sterile Services / Decontamination Services Manager	40

MANAGEMENT

Health sector managers are responsible for the people, finances, and provision of equipment, buildings and services the NHS needs to deliver healthcare effectively.

Finance Manager	42
General Manager	42

	Description of Work	Minimum Qualifications
Clinical Photographer	The role of a CLINICAL PHOTOGRAPHER is to produce accurate visual recordings of a service users' medical condition. Photographs may be taken in variety of locations, including studios, clinics, wards and operating theatres. Clinical photographers also contribute graphics for service users' information, research studies and other publications.	A degree in photography, or relevant media subject, or a minimum of two years' work experience. You will then need to complete a postgraduate certificate in clinical photography (usually taken on a distance learning basis while working in a post as a trainee medical illustrator). On completion graduates can register with the Institute of Medical Illustrators and professional registration.
Healthcare Science Support Worker	HEALTHCARE SCIENCE SUPPORT WORKERS work alongside healthcare scientists, such as biomedical scientists, audiologists and clinical engineers. They play an essential role in assisting the diagnosing, treatment and care of individuals accessing healthcare services. This is a small example of the many roles available within this area. Some of these support worker roles will be found in hospital laboratories and other in hospital and community settings.	There are no formal entry requirements but GCSEs, including English and maths (or equivalent) are desirable. Work based learning, appropriate to your role, will be provided.
Healthcare Science Practitioner	HEALTHCARE SCIENCE PRACTITIONERS are a vital part of the healthcare team. There are a wide range of scientific areas that they work across, some roles are based within laboratory services and others work directly with service users. Roles could include biomedical scientist, audiology and clinical engineering.	Healthcare science practitioners undertake an undergraduate BSc (hons) degree, through either the practitioner training programme (PTP) or an equivalence route through the Academy for Healthcare Science.

Skills/Qualities	Contact Details
You need an understanding of anatomy, as well as technical expertise and innovative artistic skills. You will be a good communicator, capable of being both sympathetic and professional when dealing with service users and their families, and you will be willing to accept high levels of responsibility.	INSTITUTE OF MEDICAL ILLUSTRATORS www.imi.org.uk
You will need to work as part of a multidisciplinary team, while being able to follow instructions efficiently. Good communication skills and an ability to maintain confidentiality are essential.	NATIONAL SCHOOL OF HEALTHCARE SCIENCE www.nshcs.hee.nhs.uk/careers-in-healthcare-science NHS WALES EDUCATION DEVELOPMENT www.nwssp.wales.nhs.uk/education-development SEARCH FOR VACANCIES ON www.jobs.nhs.uk <i>and</i> www.wales.nhs.uk/nhswalesaboutus/workingforhswales
You will need an enthusiasm for and ability in science. You will need to work as part of a multidisciplinary team. You will need an ability to plan and organise your workload. Good communication skills are essential.	NATIONAL SCHOOL OF HEALTHCARE SCIENCE www.nshcs.hee.nhs.uk/careers-in-healthcare-science ACADEMY FOR HEALTHCARE SCIENCE www.ahcs.ac.uk HEALTH AND CARE PROFESSIONS COUNCIL www.hcpc-uk.org

	Description of Work	Minimum Qualifications
Clinical Scientist	<p>CLINICAL SCIENTISTS undertake a range of demanding scientific and clinical functions. Clinical scientists analyse, interpret and compare investigative and clinical options. This may include clinical decisions to support service users' treatments.</p> <p>They will also be involved in initiating and participating in research and development activities.</p>	A relevant science degree (minimum 2:1) followed by a three-year post undertaking an accredited Masters' programme, either through the NHS Scientist Training Programme or an equivalence route through the Academy for Healthcare Science.
Consultant Clinical Scientist	<p>CONSULTANT CLINICAL SCIENTIST lead, manage and develop services within healthcare science.</p>	You will need to be an experienced clinical scientist with a relevant Master's degree. You will be supported to undertake a PhD in your area of practice, either through a five year higher specialist scientist training programme (HSST) or an equivalence route through the Academy for Healthcare Science.
Pharmacist	<p>PHARMACISTS are experts in medicines and their uses. They help people to use medicines safely and stay healthy for longer. Pharmacists advise health care professionals how to choose the best medicines for people and how to prescribe and administer them to get the desired result. Pharmacists are often trained to prescribe medicines independently.</p>	The Masters of Pharmacy degree is usually a full-time four-year course. Graduates then undertake a one year training programme to develop their practice and take a registration assessment to join the General Pharmaceutical Council Register. A small number of universities incorporate the practice year within a five-year degree.

Skills/Qualities	Contact Details
<p>In addition to the skills and qualities required for practitioner roles, you will need to combine a high-level scientific approach with good communication skills.</p> <p>You will need to provide a fast, effective service to support the treatment and management of service users.</p>	<p>NATIONAL SCHOOL OF HEALTHCARE SCIENCE www.nshcs.hee.nhs.uk/careers-in-healthcare-science</p> <p>ACADEMY FOR HEALTHCARE SCIENCE www.ahcs.ac.uk</p> <p>HEALTH AND CARE PROFESSIONS COUNCIL www.hcpc-uk.org</p>
<p>In addition to the skills and qualities required for clinical scientist roles, you will need to have developed leadership and management skills.</p> <p>You will need to be innovative and creative in your thinking, and effective in communicating your ideas to others.</p>	<p>NATIONAL SCHOOL OF HEALTHCARE SCIENCE www.nshcs.hee.nhs.uk/careers-in-healthcare-science</p> <p>ACADEMY FOR HEALTHCARE SCIENCE www.ahcs.ac.uk</p> <p>HEALTH AND CARE PROFESSIONS COUNCIL www.hcpc-uk.org</p>
<p>Pharmacy is a science-based profession where you need to have an interest in chemistry, physiology as well as an interest in providing health care advice. You will also need to be caring, good with people and able to use initiative as well as working effectively as part of a team.</p>	<p>GENERAL PHARMACEUTICAL COUNCIL www.pharmacyregulation.org</p> <p>ROYAL PHARMACEUTICAL SOCIETY www.rpharms.com</p>

	Description of Work	Minimum Qualifications
Pharmacy Technician	PHARMACY TECHNICIANS are skilled members of the pharmacy team who manage the supply of medicines. They work with pharmacists and health care teams to make sure people understand how to take their medicines safely and how to stay healthy.	Pharmacy technicians must complete an approved knowledge and competency based training programme under the supervision of a pharmacist or pharmacy technician. They must then register with the General Pharmaceutical Council.
Sterile Services / Decontamination Services Manager	STERILE SERVICES MANAGERS (sometimes known as decontamination service managers) are responsible for the sterile supplies needed for patient care and for ensuring that re-usable medical equipment is properly disinfected or decontaminated. Senior managers will be responsible for staff and budgets within the decontamination service they manage.	Senior managers will typically need a postgraduate degree or equivalent level of knowledge and several years experience of working in decontamination services at more junior levels.

Skills/Qualities	Contact Details
You need to have an interest in the actions and uses of medicines in the human body and in providing health care advice. You need to be caring, good with people and able to use your initiative as well as work effectively as part of a team.	GENERAL PHARMACEUTICAL COUNCIL www.pharmacyregulation.org THE ASSOCIATION OF PHARMACY TECHNICIANS www.aptuk.org
You need meticulous attention to detail and be able to instil this in others.	INSTITUTE OF DECONTAMINATION SCIENCES www.idsc-uk.co.uk

	Description of Work	Minimum Qualifications
Finance Manager	<p>FINANCE MANAGERS are responsible for ensuring that NHS funds are appropriately allocated and accounted for.</p> <p>As well as helping hospitals and departments manage their budgets, they work closely with clinical staff and general managers to help them make decisions, develop services and achieve the best value for patients and tax payers.</p>	<p>NHS staff working in finance teams may have the opportunity to work towards technical qualifications awarded by the Association of Accounting Technicians, or professional qualifications such as those recognised by the Consultancy Committee of Accountancy Bodies. The NHS Wales Graduate Financial Management Training Scheme also has opportunities to develop financial management and leadership skills whilst studying for a professional qualification.</p>
General Manager	<p>GENERAL MANAGERS perform a vital role, ensuring that a hospital, service, or department is run efficiently and that patients are receiving the best possible care.</p>	<p>Existing healthcare staff with appropriate experience are encouraged to apply for vacancies. The NHS Wales General Management Graduate Scheme also has a general management option, offering opportunities to train for very senior roles.</p>

Skills/Qualities	Contact Details
<p>You need to be accurate, numerate and pay great attention to detail, and be able to analyse, interpret and act on complex information. You will need to be a team player and an effective communicator, and want to work with others to improve services and increase value.</p>	<p>VISIT THE NHS WALES ACADEMY WEBSITE FOR INFORMATION ABOUT ENTRY-LEVEL ROLES AND THE NHS WALES FINANCIAL MANAGEMENT TRAINING SCHEME www.financeacademy.wales.nhs.uk</p> <p>ASSOCIATION OF ACCOUNTING TECHNICIANS www.aat.org.uk</p> <p>CONSULTANCY COMMITTEE OF ACCOUNTANCY BODIES www.ccab.org.uk</p>
<p>You will need excellent organisational, communication and negotiating skills. You will be a confident public speaker and able to work with people from all backgrounds including patients, clinicians and the press.</p>	<p>NHS WALES GENERAL MANAGEMENT SCHEME www.graduates.wales.nhs.uk</p>

MEDICAL AND DENTAL

Doctors diagnose and treat illnesses, working to prevent ill health and improve wellbeing. The dental team diagnoses and treats a wide range of problems affecting the mouth, teeth and gums, and work to promote and maintain dental health.

Dental Hygienist and Dental Therapist.....	46
Dental Nurse	46
Dental Technician	46
Dentist	48
Doctor	48

"I enjoy working for the NHS as a Children's physiotherapist as it's so varied. I am never doing the same thing and get to do 'play' with children as part of their therapy."

ELIZABETH WARMISHAM: PAEDIATRIC PHYSIOTHERAPIST



	Description of Work	Minimum Qualifications
Dental Hygienist and Dental Therapist	<p>DENTAL HYGIENISTS work to keep teeth and gums healthy, including scaling and polishing patients' teeth.</p> <p>DENTAL THERAPISTS carry out simple treatments such as fillings and extractions, usually for children, older people and those with special needs.</p> <p>Both hygienists and therapists promote oral health, teaching people about dental hygiene.</p>	<p>Hygienists and therapists must register with the General Dental Council (GDC) to practise and applicants will need a GDC-approved qualification. These are offered at degree and diploma level in dental hygiene and/or dental therapy and oral health sciences. Candidates need five GCSEs A-C (or equivalent qualifications) to get onto a course, including English and one science, and either two A-levels, or a recognised dental nursing qualification.</p>
Dental Nurse	<p>DENTAL NURSES assist dentists, passing instruments, mixing materials and taking notes, and help look after patients during treatment.</p>	<p>Dental nurses must register with the General Dental Council. There are several routes to registration and candidates will usually need some GCSEs for part-time courses, and may need A-levels or other qualifications at level 3 for some full-time courses.</p>
Dental Technician	<p>DENTAL TECHNICIANS make dental appliances, such as crowns, bridges and dentures, to a dentist's or doctor's instructions.</p>	<p>Five GCSEs A-C or equivalent and either two A-levels or a nationally-recognised dental nursing qualification. Dental therapists must register with the General Dental Council (GDC). To do so, you need a GDC-approved diploma or degree in dental therapy or dental therapy and hygiene.</p>

Skills/Qualities	Contact Details
<p>You need to be manually dexterous, with good eyesight and colour vision. You are in direct contact with patients, so good communication skills and a friendly manner are essential.</p>	<p>BRITISH SOCIETY OF DENTAL HYGIENE AND THERAPY www.bsddht.org.uk</p> <p>BRITISH ASSOCIATION OF DENTAL THERAPISTS www.badt.org.uk</p> <p>GENERAL DENTAL COUNCIL www.gdc-uk.org</p>
<p>You need to be able to respond quickly to a dentist's requests, and to handle intricate instruments and mix small amounts of material accurately. A sympathetic manner is essential.</p>	<p>BRITISH ASSOCIATION OF DENTAL NURSES www.badn.org.uk</p> <p>GENERAL DENTAL COUNCIL www.gdc-uk.org</p>
<p>You need to be able to work with great precision, and have technical, manual and artistic ability. You need good eyesight, to be meticulous and work well within a team.</p>	<p>BRITISH ASSOCIATION OF CLINICAL DENTAL TECHNOLOGY www.bacdt.org.uk</p> <p>DENTAL TECHNOLOGISTS ASSOCIATION www.dta-uk.org</p> <p>GENERAL DENTAL COUNCIL www.gdc-uk.org</p>

	Description of Work	Minimum Qualifications
Dentist	DENTISTS lead the dental care team. They diagnose problems, identify treatments, carry out dental surgery and advise patients. Some are based in high street practices, others work in hospital or community settings.	Three very good A-levels (including chemistry), or an equivalent level of qualification are needed to enter an approved dental surgery degree. Some dental schools run a pre-dental year for applicants with non-science subjects and a small number of graduate entry courses are also available. Dentists must register with the General Dental Council.
Doctor	There are more than 60 different specialities that DOCTORS can work in. These include emergency medicine, general practice, psychiatry, radiology, obstetrics and gynaecology, pathology, anaesthetics, paediatrics and surgery, and medical specialities including dermatology, gastroenterology, nuclear medicine, rehabilitation and neurology.	High academic standards are essential to enter medical school. A wide range of high grade GCSEs, plus 3 A-Levels or equivalent (usually including chemistry and other science or maths) are typically required. Applicants with non-science A-Levels/equivalent can apply for medical degrees with a pre-medical year and there are also accelerated graduate entry degrees. After medical school, there are two further stages - foundation training, then speciality training in their chosen speciality.

Skills/Qualities	Contact Details
You need to be confident, with high academic standards and good manual dexterity. You will need to develop excellent diagnostic, clinical and social skills.	BRITISH DENTAL ASSOCIATION www.bda.org GENERAL DENTAL COUNCIL www.gdc-uk.org
You'll be a part of a team in whichever speciality you work in. You'll need a host of skills including being good at analysing and reasoning, time management, leadership, excellent communication skills, an enquiring mind, a rational approach and the ability to handle pressure.	BRITISH MEDICAL ASSOCIATION www.bma.org.uk GENERAL MEDICAL COUNCIL www.gmc-uk.org

MEDICAL ASSOCIATE PROFESSIONS

Medical associate professionals provide patient care under the supervision of a doctor. This releases additional time for doctors to focus on more complex patient issues.

Physician Associate	52
Surgical Care Practitioner	52

MIDWIFERY

Midwives work in communities and hospitals. Their role goes well beyond delivering babies; they provide antenatal and postnatal care, counselling, support and education to new parents.

Maternity Support Worker	52
Midwife	52

NURSING

Nurses work in hospitals and the community to treat and care for sick and injured adults and children, support their treatment and promote good health. As well as nursing patients with physical illnesses, they support those with mental health problems or learning disabilities.

Nurse	54
Nursing Healthcare Support Worker	54

"I left school at the age of 18 and started working for the NHS almost instantly as an Assistant Medical Secretary. My mother was a medical secretary and I loved the idea of her role so decided to follow in her footsteps. I have started a Business Administration course, which will allow me to further develop my knowledge within the working environment, through a variety of other courses offered to us. I would definitely recommend working for NHS Wales."

BIANCA JONES: ASSISTANT MEDICAL SECRETARY

	Description of Work	Minimum Qualifications
Physician Associate	PHYSICIAN ASSOCIATES support doctors in the diagnosis and management of patients. They work in GP practices and hospitals.	A science-related degree is usually required to get onto the postgraduate training course offered by a number of universities.
Surgical Care Practitioner	SURGICAL CARE PRACTITIONERS are employed as members of the extended surgical team responsible to the consultant surgeon. They provide care in an operating theatre, on wards and in clinics and are trained to undertake some surgical procedures under appropriate supervision.	Applicants need to be a qualified and registered healthcare professional, for example a nurse, registered with the Nursing and Midwifery Council or an operating department practitioner, registered with the Health and Care Professions Council. They also need at least 18 months post registration experience and the ability to study at level 7 or above (e.g. at Master's level).

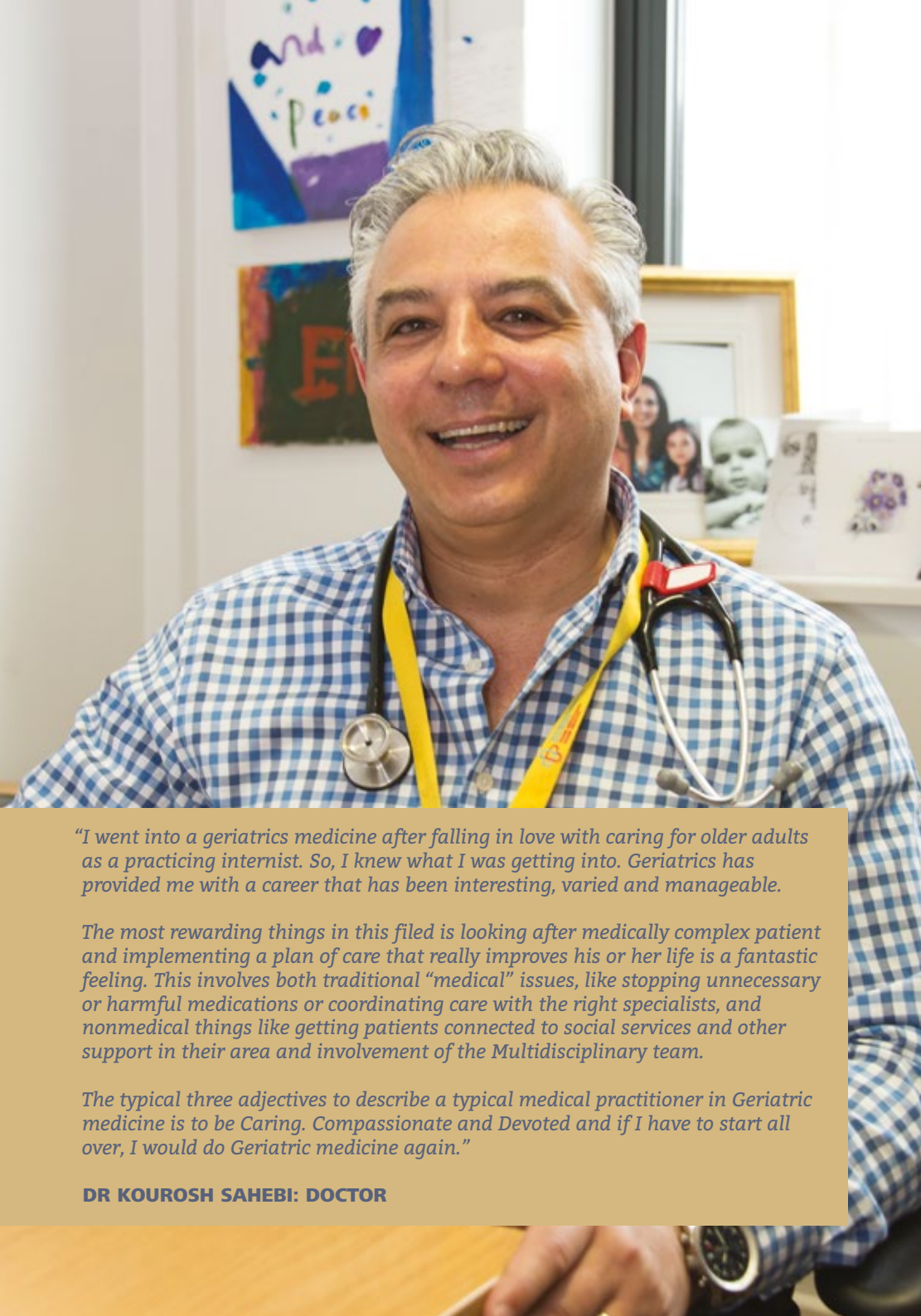
	Description of Work	Minimum Qualifications
Maternity Support Worker	MATERNITY SUPPORT WORKERS assist midwives in caring for women and their babies through the vital stages of pregnancy, childbirth and the first few days after the birth.	There are no minimum entry qualifications, but candidates will need a good general education. Successful applicants may be able to extend their role and qualifications while earning a salary.
Midwife	MIDWIVES help mothers-to-be and their families throughout pregnancy, labour and the first days of a newborn's life. They work in both hospitals and the community and are trained to ensure each mother gets the care and help she wants or needs.	A degree in midwifery, followed by registration with the Nursing and Midwifery Council, or a 78-week training programme for registered nurses. Qualifications for entry to courses vary.

Skills/Qualities	Contact Details
You need to show your academic potential for the training, experience of working with the public, an interest in health or social care and excellent communication skills.	FACULTY OF PHYSICIAN ASSOCIATES www.fparcp.co.uk
For this role, you'll need a commitment to patient care and patient safety, an understanding of a multidisciplinary team and the changing role of surgery, an aptitude for both clinical and operative practice and prepared for educational as well as clinical development.	ROYAL COLLEGE OF SURGEONS www.rcseng.ac.uk

Skills/Qualities	Contact Details
You will need to have a caring attitude and an interest in mothers and newborn babies.	ROYAL COLLEGE OF MIDWIVES www.rcm.org.uk SEARCH FOR VACANCIES ON www.jobs.nhs.uk
You will need to be a good listener, understanding and non-judgmental, as midwifery is as much about supporting the mother-to-be as it is helping at the birth. You will need to be calm when all around you may be distressed and you must be able to inspire and encourage.	NURSING AND MIDWIFERY COUNCIL www.nmc-uk.org ROYAL COLLEGE OF MIDWIVES www.rcm.org.uk

	Description of Work	Minimum Qualifications
Nurse	Includes the four initial fields of nursing: ADULT NURSING, MENTAL HEALTH NURSING, LEARNING DISABILITY NURSING AND CHILDREN'S NURSING . Nurses care for the physical and mental health needs of service users in hospital and community settings. They also provide support for families and careers of service users.	An approved degree or Master's/ graduate-entry programme in nursing, leading to eligibility to apply for registration with the Nursing and Midwifery Council. Candidates will usually need to choose the field of nursing they want to work in before they start training. Entry requirements vary between universities.
Nursing Healthcare Support Worker	NURSING HEALTHCARE SUPPORT WORKERS work alongside registered professionals. They play an essential role in supporting the delivery of planned care. These roles will be found in hospital and community settings.	There are no formal entry requirements but employers may require some GCSEs, including English and maths (or equivalent). Work based learning, appropriate to your role, will be provided.

Skills/Qualities	Contact Details
You will need to demonstrate a high level of professionalism and dedication. You will need to be able to work as an effective team member, have good organisational skills and the ability to problem solve. High level of communication and observational skills are essential, with the ability to remain calm and clear headed in emergency and distressing situations. Confidence in using technology is also advantageous.	NURSING AND MIDWIFERY COUNCIL www.nmc-uk.org ROYAL COLLEGE OF NURSING www.rcn.org.uk
You will need to work as part of a multidisciplinary team, while being able to follow instructions efficiently. Good communication skills and an ability to maintain confidentiality are essential.	NHS WALES EDUCATION DEVELOPMENT www.nwssp.wales.nhs.uk/education-development SEARCH FOR VACANCIES ON www.jobs.nhs.uk <i>and</i> www.wales.nhs.uk/nhswalesaboutus/workingforhswales



"I went into a geriatrics medicine after falling in love with caring for older adults as a practicing internist. So, I knew what I was getting into. Geriatrics has provided me with a career that has been interesting, varied and manageable.

The most rewarding things in this field is looking after medically complex patient and implementing a plan of care that really improves his or her life is a fantastic feeling. This involves both traditional "medical" issues, like stopping unnecessary or harmful medications or coordinating care with the right specialists, and nonmedical things like getting patients connected to social services and other support in their area and involvement of the Multidisciplinary team.

The typical three adjectives to describe a typical medical practitioner in Geriatric medicine is to be Caring, Compassionate and Devoted and if I have to start all over, I would do Geriatric medicine again."

DR KOUROSH SAHEBI: DOCTOR

PSYCHOLOGICAL THERAPIES

Staff working in the psychological therapies help people cope with problems as diverse as drug or alcohol addiction, eating disorders, family breakdown or bereavement.

Applied Practitioner Psychologists 58

High Intensity Psychological Therapist..... 58

PUBLIC HEALTH

Staff working in public health protect and improve the public's health and wellbeing and reduce inequalities in health. In some roles, you will work directly with the public and in others contact may be occasional or rare.

Environmental Health Professional 60

Health Trainer 60

Public Health Practitioner 60

	Description of Work	Minimum Qualifications
Applied Practitioner Psychologist	<p>APPLIED PRACTITIONER PSYCHOLOGISTS in Clinical, Counselling, Forensic, and Health disciplines use evidence-based practice, blended with their interpersonal skills, to address problems in thinking, emotions, behaviour and social interaction. Their aim is to improve wellbeing and quality of life. The NHS employs psychologists in four main specialisms: clinical, forensic, counselling and health psychology.</p>	<p>Psychologists must be registered with the Health and Care Professions Council.</p> <p>Eligibility to apply for registration with the HCPC can be gained through completing an HCPC-approved postgraduate training programme in the relevant specialism.</p>
High Intensity Psychological Therapist	<p>HIGH INTENSITY PSYCHOLOGICAL THERAPIST, in Wales, is a broad term used for a number of fully trained (i.e. registered & accredited) therapists. This can include cognitive- behavioural therapists and psychotherapists such as family and systemic psychotherapists, psychodynamic therapists, cognitive-analytic therapists etc.</p> <p>They work with clients (adults and children) with a range of complex problems related to anxiety, depression, trauma, compulsions, eating disorders, psychosis as well as drug and alcohol problems and problems adjusting to health difficulties.</p>	<p>High intensity therapists in Wales need to satisfy Centre For Workforce intelligence Criteria as a minimum:</p> <ul style="list-style-type: none"> Completed 1 year of recognised full-time (or equivalent part-time) psychotherapy or counselling training leading to a qualification, certification or accreditation recognised by a relevant professional or regulatory body. Achieved a competency level that fulfils the requirements of the regulatory, accrediting or professional body. Be a member of a relevant professional or regulatory body, and continue to fulfil any accreditation or membership criteria. Gained the supervised therapy experience required by the regulatory or professional body encompassing assessment, formulation, engagement, developing the therapeutic relationship, using relevant therapeutic interventions, working collaboratively with clients, and working to end therapy.

Skills/Qualities	Contact Details
<p>You will need to be able to manage complex qualitative and quantitative information and to communicate well in difficult circumstances. An interest and ability to work with people in distress is vital.</p>	<p>ASSOCIATION OF CLINICAL PSYCHOLOGISTS - UK www.acpuk.org.uk</p> <p>BRITISH PSYCHOLOGICAL SOCIETY www.bps.org.uk</p> <p>HEALTH AND CARE PROFESSIONS COUNCIL www.hcpc-uk.org</p>
<p>Your own personal qualities will play an important role in both training and your later work. You will also need excellent communication skills and a desire to work closely with people, as well as an interest in people's perception and behaviour.</p>	<p>BRITISH ASSOCIATION OF BEHAVIOURAL AND COGNITIVE PSYCHOTHERAPIES www.babcp.com/Default.aspx</p> <p>UNITED KINGDOM COUNCIL FOR PSYCHOTHERAPY www.psychotherapy.org.uk</p> <p>ASSOCIATION OF CHILD PSYCHOTHERAPISTS www.childpsychotherapy.org.uk</p> <p>BRITISH PSYCHOANALYTIC COUNCIL www.pschoanalytic-council.org</p>

	Description of Work	Minimum Qualifications
Environmental Health Professional	ENVIRONMENTAL HEALTH PROFESSIONALS improve the public's health and wellbeing through their work in areas including noise and environmental pollution, food safety and hygiene, workplace health and housing standards.	There are different roles at different levels. For example, GCSEs and relevant experience could lead into an entry level role (such as an enforcement officer). An accredited degree in environmental health is required to work as an environmental health practitioner.
Health Trainer	HEALTH TRAINERS offer practical support to their clients to change their behaviour and achieve their own health goals.	The nationally recognised training for health trainers is the City and Guilds level 3 Certificate for Health Trainers, which you will study as a trainee health trainer. You can take this course without any previous qualifications.
Public Health Practitioner	PUBLIC HEALTH PRACTITIONERS work in many places and in many areas of public health. They may support healthy lifestyle programmes, help individuals and groups to stop smoking or take more exercise; work on immunisation programmes and screening, or specialise in health protection. Others work in public health knowledge and intelligence in local government and Public Health England.	There are no set entry requirements to become a public health practitioner. Many roles do not have clearly defined training routes and currently, registration as a "practitioner" with the UK Public Health Register (UKPHR) is voluntary. It is essential to check requirements for each role.

Skills/Qualities	Contact Details
You will need to be flexible, aware of customer care principles, tactful and diplomatic, able to analyse problems and make recommendations.	CHARTERED INSTITUTE OF ENVIRONMENTAL HEALTH (CIEH) WALES www.cieh-cymruwales.org
You'll need good verbal and written communication skills, empathy, respect, tact, a persuasive, reassuring, supportive and motivating approach, respect for client confidentiality and the ability to work both independently and as part of a team.	CITY AND GUILDS www.cityandguilds.com HEALTH TRAINERS ENGLAND www.healthtrainersengland.com
You will need well developed people skills, an ability to value difference and diversity, creativity, and adaptability, able to analyse and interpret information, an ability to create marketing materials, publications and reports and confidence in making recommendations about how services could be delivered.	UKPHR www.ukphr.org



"Why become a paramedic? The intrinsic rewards are endless, colleagues are family, and exciting doors to future progression open. Without a doubt becoming a paramedic was the best decision I've ever made. If you're compassionate, dedicated, willing to go that extra mile and want a career that's full of challenges, become a paramedic. You won't regret it!"

JAMES DONOVAN: PARAMEDIC

"I have dedicated 21 years of my life to working for the NHS. I started in admin in 1997 and have also worked in the operating theatre, been a healthcare support worker, and am a qualified nurse. I am currently a student paramedic due to qualify this year. The NHS is an amazing organisation to work for. I have made many friends over the years. I have a great passion for caring for people, with pre-hospital emergency care being my newest and most exciting challenge yet!"

JESSICA ROUSEN: NURSE & STUDENT PARAMEDIC

WIDER HEALTHCARE TEAM

Staff in the wider healthcare team provide the vital round-the-clock back-up operation that all health organisations need to keep them running. Healthcare support workers provide a direct and indirect service to individuals in a variety of care settings. They undertake a range of delegated duties under appropriate supervision.

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	Description of Work	Minimum Qualifications
Architect	ARCHITECTS design and oversee the construction of NHS buildings and the spaces in and around them. They also help with the restoration and re-use of old or existing buildings, many of which are listed.	To become a registered architect (with the Architects Registration Board) you will need to undertake seven years of study and professional practice, with a final exam. Almost all subjects learned at school are relevant to architecture, so choose the subjects you are strongest in. To train, typically you will need at least two subjects at A-level or one A- and two AS-levels. Many architecture schools also accept BTEC National Diploma and other qualifications at level 3.
Catering Assistant	CATERING ASSISTANTS are part of a team committed to making sure food and drink for service users is nutritious and appetising.	Health Boards'/Trusts' requirements vary, but a foundation course in food hygiene may be an advantage. A good standard of literacy and numeracy is usually needed. Apprenticeships in catering and related roles are sometimes available. See page 9 for general information about searching and applying for apprenticeships.
Catering Manager	CATERING MANAGERS run catering departments in NHS organisations and manage staff. They are responsible for providing patients and staff with nutritious food.	Relevant degree, HND/BTEC or the equivalent qualification from the Institute of Hospitality.

Skills/Qualities	Contact Details
Although it is not necessary to study art, you should have an aptitude for drawing freehand and making models and collages. You will need an interest in design and construction, and have a creative outlook.	ROYAL INSTITUTE OF BRITISH ARCHITECTS www.architecture.com
You will need to be able to work as part of a busy team in a fast-moving environment, have excellent personal hygiene and a courteous manner when you come into contact with service users.	HOSPITAL CATERERS ASSOCIATION www.hospitalcaterers.org
You will need to be an enthusiastic team leader who can motivate staff and manage budgets.	HOSPITAL CATERERS ASSOCIATION www.hospitalcaterers.org INSTITUTE OF HOSPITALITY www.instituteofhospitality.org

	Description of Work	Minimum Qualifications
Driver	DRIVERS are employed in a range of roles across healthcare, such as in the non-emergency ambulance service and NHS Blood and Transplant. They transport patient supplies, pathology specimens or even organs for transplantation.	An appropriate driving licence, depending on the type of vehicle applicants are required to drive.
Facilities Supervisor	SUPERVISORS support clinical colleagues to ensure service users are cared for in a clean and safe environment by coordinating a range of ward services including: cleaning, catering, clerical and linen.	There are no minimum entry requirements, however a knowledge of facilities services in a healthcare setting is an advantage, together with a team leading qualification or equivalent qualification or supervisory experience.
Gardener	GARDENERS look after the plants, shrubs and lawns at healthcare organisations.	Different organisations will have different entry requirements. If applicants don't already have a relevant vocational qualification (e.g. horticulture), they may be able to get a post on the basis of experience or proven ability. Apprenticeships are sometimes available. See page 9 for general information about searching and applying for apprenticeships.

Skills/Qualities	Contact Details
You must be a responsible, safe driver, able to communicate easily with staff, patients and others you come into contact with, and able to work unsupervised.	SEARCH FOR VACANCIES ON www.jobs.nhs.uk and www.wales.nhs.uk/nhswalesaboutus/workingforhswales
You need to work well as part of a team. You'll need to supervise staff and ensure high standards are maintained.	SEARCH FOR VACANCIES ON www.jobs.nhs.uk and www.wales.nhs.uk/nhswalesaboutus/workingforhswales
You need to enjoy working outdoors, be enthusiastic about plants and capable of doing physical work.	SEARCH FOR VACANCIES ON www.jobs.nhs.uk and www.wales.nhs.uk/nhswalesaboutus/workingforhswales

	Description of Work	Minimum Qualifications
Health Play Staff	HEALTH PLAY STAFF organise daily play and art activities in the ward playroom or at the bedside to help children reach developmental milestones and overcome anxiety. They support families and contribute to clinical judgments through their play-based observations.	Health play assistants will usually need a professional childcare qualification at level 3. A basic grade health play specialist will need to have taken the foundation degree in healthcare play specialism. Relevant experience is often a prerequisite. Senior health play staff will usually need to hold a foundation degree in healthcare play specialism, and have undertaken training in child protection. They may also be required to have relevant post-qualifying experience.
Housekeeper	HOUSEKEEPERS (often called domestic assistants) make sure patients receive care in a safe and hygienic environment and play an important part in infection control.	On-the-job training in the safe use of cleaning products and equipment. A good standard of literacy and numeracy is usually needed.
Laundry Assistant	LAUNDRY ASSISTANTS ensure wards and theatres are supplied with clean linen, including gowns and sheets. They operate steam cabinets, use steam and vacuum presses or finish items by hand.	In-house training. No formal entry requirements.

Skills/Qualities	Contact Details
You must be comfortable and confident with children, and be able to create a relaxed and fun environment, appropriate to the individual child's needs.	HEALTHCARE PLAY SPECIALIST EDUCATION TRUST www.hpset.org.uk NATIONAL ASSOCIATION OF HEALTH PLAY SPECIALISTS (NAHPS) www.nahps.org.uk
You need to be hard-working, conscientious and able to work unsupervised.	SEARCH FOR VACANCIES ON www.jobs.nhs.uk <i>and</i> www.wales.nhs.uk/nhswalesaboutus/workingfornhswales
You will need to be physically fit as well as having an eye for detail.	SEARCH FOR VACANCIES ON www.jobs.nhs.uk <i>and</i> www.wales.nhs.uk/nhswalesaboutus/workingfornhswales

	Description of Work	Minimum Qualifications
Maintenance Staff	MAINTENANCE STAFF are responsible for all aspects of the upkeep of NHS buildings and grounds, and include groundsmen/women, painters and decorators.	Healthcare organisations' requirements vary. Applicants may need some academic qualifications or specific craft qualifications as a carpenter, painter and decorator or electrician, for example. Contact employers for their requirements. Apprenticeships in estates and maintenance roles are sometimes available. See page 9 for general information about searching and applying for apprenticeships.
Medical Secretary	MEDICAL SECRETARIES deal with consultants' or GPs' correspondence and provide essential secretarial support.	There are no formal requirements, but most healthcare organisations require a good all-round education and some may ask for OCR (or equivalent) qualifications. Applicants may also be able to work towards a qualification in medical secretarial studies through the Association of Medical Secretaries, Practice Managers and Receptionists or the British Society of Medical Secretaries.

Skills/Qualities	Contact Details
You will need a conscientious attitude and be able to work consistently to a high standard. You will need to be practical, able to work unsupervised or as part of a team.	SEARCH FOR VACANCIES ON www.jobs.nhs.uk <i>and</i> www.wales.nhs.uk/nhswalesaboutus/workingforhswales
Secretarial and computer skills are essential. You'll need accuracy, organisational ability and good communication skills.	ASSOCIATION OF MEDICAL SECRETARIES, PRACTICE MANAGERS AND RECEPTIONISTS (AMSPAR) www.amspar.com BRITISH SOCIETY OF MEDICAL SECRETARIES www.bsmsa.org.uk

	Description of Work	Minimum Qualifications
Nursery Nurse	<p>NURSERY NURSES support infant and childcare services in hospital and community settings, such as maternity and Flying Start. They may also be employed within NHS Wales work based crèches.</p> <p>Dependent on the area of work, nursery nurses may be responsible for personal care of infants and young children. They may be responsible for the delivery of parenting programmes, under the direction of a health visitor. They may also support the running of play groups to support the development and assessment of children.</p>	You will need a minimum of a Level 3 children's care learning and development qualification or equivalent.
Patient Advice and Liaison Service (PALS) Staff	The PALS staff are the first point of contact for patients, relatives and carers. They assist with any queries, concerns, or requests for information. PALS staff listen to feedback, suggestions and experiences and ensure this feedback is recorded and provided to those who design and manage services. Any concerns are resolved as quickly as possible.	Some senior PALS staff may be required to have a degree or a professional level qualification. PALS support staff will usually have a good general education and administrative skills.
Personal Assistant	PERSONAL ASSISTANTS provide comprehensive administration and secretarial support to senior staff.	Employers' requirements may vary, but PAs need good verbal and written English, as well as typing skills and computer literacy.

Skills/Qualities	Contact Details
<p>You will need to be caring, fun and compassionate.</p> <p>You will need to be approachable and reassuring, with a willingness to work with parents and carers. You will need an awareness of safeguarding. You will require excellent communication skills, including listening. You will also need good observational skills.</p>	<p>SEARCH FOR VACANCIES ON www.jobs.nhs.uk <i>and</i> www.wales.nhs.uk/nhswalesaboutus/workingforhswales</p>
<p>You need to be supportive and reassuring to patients. You will need excellent verbal and written communication skills and an ability to keep concise and accurate records. More senior staff may need interviewing, presentation and people-management skills and the ability to work with senior managers and clinicians.</p>	<p>SEARCH FOR VACANCIES ON www.jobs.nhs.uk <i>and</i> www.wales.nhs.uk/nhswalesaboutus/workingforhswales</p>
<p>You need to be well-organised, efficient and motivated. You need to have a pleasant manner, with excellent communication skills. You will also need to be discreet.</p>	<p>ASSOCIATION OF MEDICAL SECRETARIES, PRACTICE MANAGERS AND RECEPTIONISTS (AMSPAR) www.amspar.com</p> <p>BRITISH SOCIETY OF MEDICAL SECRETARIES www.bsmsa.org.uk</p>

	Description of Work	Minimum Qualifications
Porter	PORTERS play a vital role in the transporting of patients and goods between departments and wards in safety and comfort. They also transport complex and valuable equipment that may need expert handling.	Training is given on the job. There are no formal entry requirements, although some larger hospitals may require their porters to have a driving licence.
Receptionist / Telephonist	RECEPTIONISTS AND TELEPHONISTS deal with telephone and face-to-face enquiries across a range of healthcare organisations, using telephone and computer equipment.	On-the-job training is usually provided. There are no formal entry requirements but some experience and computer skills may be needed. Employers may look for a good general education.
Skilled Trades Staff	SKILLED TRADES STAFF include carpenters, electricians, plumbers, tilers and bricklayers.	Employers usually require a specific skill or vocational qualification, but applicants can also get posts based on their previous experience or proven ability. Apprenticeships in trades are sometimes available (see page 9).
Stores Staff	STORES STAFF order, maintain and deliver medical and other supplies, often keeping track of orders and stock on computer systems.	On-the-job-training is provided and there may be a chance to work towards a professional qualification. There are no formal entry requirements.
Ward Clerk	WARD CLERKS maintain paperwork and computer records, and deal with telephone enquiries on a hospital ward.	There are no formal entry requirements, but employers may require some GCSEs including English and maths (or equivalent). On-the-job training will be provided.

Skills/Qualities	Contact Details
You need to be physically fit and able to walk long distances. Communication skills and a friendly manner are also useful, as you will be helping patients of all ages around the hospital.	SEARCH FOR VACANCIES ON www.jobs.nhs.uk and www.wales.nhs.uk/nhswalesaboutus/workingforhswales
As the first point of contact within the NHS, you need to be able to communicate well, remaining calm and clear when dealing with patients and relatives who may be distressed.	ASSOCIATION OF MEDICAL SECRETARIES, PRACTICE MANAGERS AND RECEPTIONISTS (AMSPAR) www.amspar.com
You need the appropriate skills to work in your chosen field, and be able to work to consistently high standards.	SEARCH FOR VACANCIES ON www.jobs.nhs.uk and www.wales.nhs.uk/nhswalesaboutus/workingforhswales
You will need to be literate, good with numbers and have a methodical approach, as you will be handling expensive stock. Computer skills are an advantage.	SEARCH FOR VACANCIES ON www.jobs.nhs.uk and www.wales.nhs.uk/nhswalesaboutus/workingforhswales
Good communication skills and an ability to maintain confidentiality are essential. You will also need to be well organised, and have a high standard of literacy and numeracy. Administration and computer skills would be useful.	SEARCH FOR VACANCIES ON www.jobs.nhs.uk and www.wales.nhs.uk/nhswalesaboutus/workingforhswales

**Mae'r llyfr hwn ar gael yn Gymraeg o
www.gyrfaoddgigcymru.com**

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www.gyrfaoddgigcymru.com**



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