SUPPORTING STATEMENT TEMPLATE

**POST: News 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.

|  |  |
| --- | --- |
| 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. |

|  |  |
| --- | --- |
| EDUCATIONAL REQUIREMENTS | **EVIDENCE** |
| Essential  First degree or equivalent | Click here to enter text. |
| EXPERIENCE | **EVIDENCE** |
| Essential  Managing, motivating and leading a team of staff in a publishing environment  Working in a news environment  Editing a range of material for publication online and in print  Desirable  Have cleared content for publication without reference to more senior colleagues  Supervising outside contributors and freelancers  Recording and editing of audio and/or video content  Represented a publication in media interviews | Click here to enter text. |
| SKILLS & KNOWLEDGE | **EVIDENCE** |
| Essential  Evidence of excellent editing, writing and interviewing skills  Extensive knowledge of current affairs  An understanding of how social media works and its importance  Well-developed leadership skills, to include a willingness and ability to create and maintain a high-performance culture across the editorial department and the company as a whole  High-level organisational skills  Up-to-date and broad knowledge and understanding of laws relating to libel and copyright  Ability to develop effective working relationships with colleagues and external stakeholders, demonstrating excellent influencing and persuasion skills  Excellent attention to detail  Good numeracy skills  Desirable  Knowledge of current issues affecting the nursing profession  Has well-developed contacts with a wide range of key professional leaders in healthcare  Understands key performance indicators and their importance to RCNi | Click here to enter text. |
| **OTHER REQUIREMENTS** | **EVIDENCE** |
| Essential  Willing and able to undertake overnight stays, sometimes at short notice  Willing and able 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 | 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.