RECRUITMENT AND SELECTION STANDARDS

PERSON SPECIFICATION FORM

Post Title**: Executive Director BSLM**

Application = A; Interview =I.

Date: July 2020

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|  | **ESSENTIAL** | **DESIRABLE** | **MEASURE** |
| **Experience** | Education to graduate level in a scientific/healthcare discipline (BSc)  Extensive experience (minimum 5 years) of managing services at senior management level with experience of organisational development and change | Substantial experience of charity sector +/- private sector or management and leadership at a senior level.  MBA or equivalent | A  A |
| **Qualifications/**  **Training** | As above Qualifications | Evidence of further education including post-graduate certification / diploma / Continuous Professional Development in relevant area | A |
| **Knowledge** | Understanding and insight, based on in depth experience, of key success factors in the effective development and delivery of organisations strategies  Ability to demonstrate management capability in the sector and how these skills would be brought to this role. |  | A&I  A&I |
| **Skills** | Excellent listening, communication, and interpersonal skills.  Project/change management skills at a senior leadership level, including the ability to build business and benefit cases, alongside the ability to work collaborative and cooperatively to improve and sustain change outcomes  A high level of accuracy and attention to detail.  Advanced organisational skills, able to interpret and communicate highly complex information, clearly and objectively to a varied audience  Advanced computer literacy  Self motivated, able to demonstrate ability to organise self and others around a demanding workload with competing priorities whilst achieving tight deadlines  Excellent team player, able to work with a high level of autonomy | Outstanding negotiation and influencing skills | A&I  A&I  A&I  A&I  A&I  A&I  A&I |
| **Aptitude** | Ability to work with a high degree of flexibility |  | I |
| **Other** | Able to regularly travel locally and (inter)nationally as required  Be a credible ambassador for Lifestyle as medicine |  | I |