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**Person Specification**

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| **Specification** | **Essential**  | **Desirable** |
| **Education and Qualifications** | Educated to degree level, have an equivalent qualification and / or can demonstrate equivalent experience in an appropriate field | Business Management qualification |
| **Experience** | Ability to provide strong and effective leadership, to develop and empower teams and individualsSuccessfully applying for funding, project development and grant management and evaluationAbility to build trusting relationships within and outwith the organisation and represent the organisation well in public | Working with a voluntary Board of DirectorsFamiliarity with payroll and pensions auto enrolment proceduresFinancial management and reporting experienceVaried and substantial project and grant managementExperience of managing projects with multiple partners |
| **Abilities/skills****/knowledge**  | Understanding of the ethos of and have experience working within the charitable sector or other voluntary sector organisationsEffective leadership skillsProblem solving skillsGood staff management skills, able to prioritise, delegate, facilitate team work and achieve outcomesAbility to work successfully with a range of organisations including local authorities, local communities and voluntary sector partnersKnowledge and understanding of strategic business planning and income generation opportunitiesGood oral and written communication skillsGood organisational and IT skills  | Good knowledge of the health and social care sector and public health policy relating the charity’s objectivesGood social medial skills |
| **Additional requirements and personal qualities** | Ability to lead and motivate a small team to achieve excellenceAbility to adapt quickly and flexibly to new demands and changeAbility to prioritise tasks and manage time to meet multiple prioritiesProactive and solution focussedPartnership development and management  |