**Inverclyde Women’s Aid**

**Person Specification IWA Manager**

|  |  |  |
| --- | --- | --- |
| **Attributes** | **Essential** | **Desirable** |
| **Qualifications** | **You must have one of the following qualifications or be willing to work towards it:****Practice*** SVQ Social Services and Healthcare SCQF Level 9

**Management*** SVQ Care Services Leadership and Management SCQF Level 10
* Any award in management that is certificated at or above SCQF Level 9\* (min 60 credits) and mapped against the National Occupational Standards: Leadership and Management for Care Services SCQF 10
 | Drivers Licence and access to car |
| **Proven Experience** | 1. Significant senior experience in a related role
2. Significant experience of operating in a senior leadership position
3. Knowledge of the impact of sexual violence and associated trauma and its origins
4. Ability to lead change and improvement programmes in a way that secures buy in
5. A person-centred approach and an awareness of the health and well-being at the core of every decision
6. Significant experience and a demonstrable track record in developing and successfully delivering service plans and new service business planning
7. Experience of working closely with a Board or equivalent, advising and guiding robust decision making
8. Experience of financial management including forecasting, budget setting, business planning and monitoring income and expenditure
9. Experience of risk strategy and management
 | 1. Demonstrable experience of managing staff working with a client group with complex needs.
2. Experience of working in services supporting survivors of sexual violence or exploitation.
3. Experience of working with Scottish local authority systems
4. In-depth knowledge of sexual violence and or domestic abuse, the impact of trauma and therapeutic approaches to working with women
5. Experience of working with people who have experienced significant trauma and require to be supported to access services to which they are entitled.
6. Knowledge of the legislative background and criminal justice system management of offences relating to violence against women in Scotland
7. Understanding of current policy frameworks in Scotland
8. Robust knowledge of charity governance, policies and statutory requirements.
9. Experience of leading in an unionised environment, and conducting effective partnerships with trades unions
 |
| **Knowledge, Skills and Abilities** | 1. Proven leadership and management skills
2. Proven written and verbal communication skills
3. Proven financial skills in preparation and control of budgets
4. Excellent organisational skills and ability to prioritise multiple tasks
5. Understanding of a gendered analysis of domestic abuse and the impact on women, children and young people
6. Knowledge of the issues, policies and legislation within Scotland affecting women, children and young people who experience domestic abuse
7. Knowledge of models of evaluation and quality assurance of training and trainers
8. Knowledge of the SSSC requirements and Care Inspectorate Housing Support Framework
 | 1. Project Management experience
2. Knowledge of Women’s Aid groups in Scotland
 |
| **Other Attributes** | 1. Strong team player
2. Able to work under own initiative and work effectively with a Board or equivalent
3. Confident, tactful and diplomatic
4. Committed to working to achieve the charity’s vision and working within the agreed values and code of conduct
5. Emotional intelligence and empathy
6. Influencing skills
7. Ability to coach & mentor staff
8. Ability to performance manage
 |  |