

PERSON SPECIFICATION

Executive Director (Community Services)

Essential	Desirable	Assess by
Knowledge and Qualifications		
<p>Educated to degree level in a relevant discipline or equivalent level of experience at a senior level.</p> <p>Extensive knowledge of community development and community engagement.</p> <p>Thorough knowledge and understanding of service specific legislation, policy and good practice.</p> <p>Full driving licence and access to a vehicle.</p>	<p>Leadership qualification.</p> <p>Project management qualification.</p> <p>Membership of relevant professional organisation.</p> <p>Evidence of continuing professional development.</p> <p>Safeguarding Level 4 Qualification</p>	Application/Interview
Experience		
<p>Extensive knowledge and practical experience of Local Authority contracts and leading on the commissioning of services.</p> <p>Extensive experience of building relationships with communities and responding to climate change.</p> <p>Extensive experience of leading and delivering community based services.</p> <p>Ability to analyse complex operational / statistical information and produce accurate forecasts and plans.</p>	<p>Experience of working with board or cabinet level members in the private sector, registered providers or local government.</p>	Application/Interview

Extensive experience at a senior level of leading, motivating and managing people to support outcome focussed solutions and challenging, constructively and clearly, poor performance and inappropriate behaviour.

Significant experience of developing internal and external networks/partnerships to achieve specific objectives.

Skills and competencies

A successful track record of engaging effectively with others at a senior level and building productive partnerships with key stakeholders.

Financial and commercial awareness with strong analytical skills and excellent aptitude for developing innovative solutions to complex problems.

Self-motivated with enthusiasm and drive to complete complex projects and achieve results for the Councils and wider community.

Excellent team working skills and ability to work effectively with other internal professional teams.

A strategic thinker with ability to incorporate ideas and solutions to achieve specific objectives.

A successful track record of driving forward innovation and leading on complex change management projects.

Application/Interview

Physical, mental and emotional demands		
<p>Ability to meet deadlines and work accurately under pressure.</p> <p>Resilience and ability to cope with demanding workload and stakeholder pressure.</p> <p>Ability to communicate the benefits and risks of complex programmes to a wide range of stakeholders.</p> <p>Some out of hours working (evening and weekends).</p> <p>Politically restricted post.</p>		Application/Interview

All applicants with a disability who meet the minimum requirements for the role will be given an interview and will be considered on their abilities.

We can only accept applications from candidates who are permitted to work within the UK, or from those who have a valid work permit.