



Chief Executive Person Specification

Criteria	Method of Identification
Qualifications	
Degree (although significant relevant experience may compensate)	Application
Business management qualification	Application
Proven Experience	
Significant senior management experience, ideally as a Chief Executive or Deputy.	Application
Experience or understanding of the NFP sector would be an advantage	Interview
Commercial and financial acumen	Application and Interview
Track record of developing an organisation to meet their full potential, sympathetic to the understanding that growth will be driven by quality and not size	Application
Significant track record in the development and delivery of strategy and business plans, including financial and sustainability plans	Application
Experience of working closely and collaboratively with boards and trustees advising and guiding robust decision making	Application
Comprehensive knowledge of the regulatory framework for the charity sector and the principles of the Code of Governance 2020 and a track record in developing a culture of good governance alongside a sound system of internal control	Interview
Demonstrable working knowledge of integrated risk management processes and culture as part of the SIC	Application
Experience of representing an organisation at a senior level with key stakeholders, high profile funders and beneficiaries in order to build confidence and reputation	Application and Interview
Track record in building a positive and inclusive learning culture	Application and Interview
Experience of developing collaborative strategic partnerships	Application
Knowledge of scalability and its effective deployment	Interview
Track record of putting beneficiaries at the heart and centre of decision making and strategy development	Interview
Experience of developing strategies to raise the public profile of the	Application



organisation	
Track record in developing and delivering improved income streams	Application
Track record in developing and enabling staff and building competent, confident and supported teams not afraid of innovative thinking	Application and interview
Knowledge and experience of developing performance management and reporting systems and cultures of evidence/data based decision making	Application and Interview
Experience of working with a volunteer workforce	Interview
Knowledge, skills, and abilities	
Excellent communication skills at all levels	Interview
Excellent financial skills including preparation and management of financial plans, budgets and income and expenditure accounts	Application
Excellent organisational skills and ability to prioritise on a risk basis,	Application and Interview
Excellent performance management skills	Application and Interview
Excellent management and leadership skills and the ability to delegate appropriately and hold to account to ensure quality service delivery	Application and Interview
Competent IT skills	Interview
Advanced DBS check clearance	Condition of appointment
Driving licence	Interview
Qualities and other attributes	
Committed to work within the charity's values and vision	Interview
Not afraid to be hands on, pragmatic	Interview
Naturally drawn to developing strong lines of communication and appropriate relationships with families using the service	Interview
An empathy for the families and an advocate for their case in decision making	Interview
Open, transparent, approachable, and visible	Interview
Confidential, tactful, and diplomatic	Interview
A person of integrity and humility	Interview