

**PERSON SPECIFICATION:**

**Director of People and Technology**

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| **Qualities & Competencies** | **Essential** | **Desirable** |
| **Qualifications**  | Educated to degree level or equivalent  | Coaching and Mentoring qualificationFOI qualificationCompany SecretaryLead Auditor qualificationHealth and SafetyGDPR Practitioner qualificationCIPD Qualified |
| **Experience**  | Substantial experience in strategic leadership ideally in a social housing environmentStrategic experience of working and leading within Risk, Assurance and Health and Safety frameworksExperience in Managing Data Protection/GDPR FrameworksExperience of preparing and managing large budgets ensuring best value for moneyExperience of managing IT and Digital teamsExperience of managing HR and Learning and Development teamsExperience of developing effective working relationships within a varied customer and partner group.Knowledge of regulatory compliance requirements | PR and Media trained |
| **Knowledge, Competencies, Skills & Abilities** | Stamina, drive and enthusiasm Excellent organisational, facilitation and communication skills with a positive “can do “attitude.Highly developed influencing and problem-solving skills.Thinks strategically and innovatively.Decision and problem-solving skills, able to plan resources to achieve goals and targets.Fully IT literate and able to use IT for business purposes and conversant with Microsoft Office applications (e.g. Outlook, Word, Excel, SharePoint and Teams)Conveys complex information in a range of formats for a wide variety of audiences in plain EnglishSolutions orientatedStrong project management skillsManages a varied workload and prioritises effectivelyExcellent leadership skillsExcellent People skillsAbility to identify own skill gaps and request training where relevantTo be the “champion” in striving to provide the best possible service to residents and staff of the company with highly developed Equality and Diversity skillsWillingness to work flexibly to meet the needs of the post |  |