

**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 qualification  FOI qualification  Company Secretary  Lead Auditor qualification  Health and Safety  GDPR Practitioner qualification  CIPD Qualified |
| **Experience** | Substantial experience in strategic leadership ideally in a social housing environment  Strategic experience of working and leading within Risk, Assurance and Health and Safety frameworks  Experience in Managing Data Protection/GDPR Frameworks  Experience of preparing and managing large budgets ensuring best value for money  Experience of managing IT and Digital teams  Experience of managing HR and Learning and Development teams  Experience 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 English  Solutions orientated  Strong project management skills  Manages a varied workload and prioritises effectively  Excellent leadership skills  Excellent People skills  Ability to identify own skill gaps and request training where relevant  To be the “champion” in striving to provide the best possible service to residents and staff of the company with highly developed Equality and Diversity skills  Willingness to work flexibly to meet the needs of the post |  |