**NDTSA Lead Person Specification**

**Inter-personal attributes**

* Excellent people, networking and influencing skills, with an ability to form productive working relationships with a range of partners.
* Positive, optimistic, caring, enthusiastic and approachable
* Willing to be immersed in the life of education communities and partnerships
* Possess drive, ambition and entrepreneurialism to seize opportunities and achieve further growth, reach and impact.

**Communication and Interaction**

* Articulate and engaging with high level communication skills both orally and in writing
* Able to listen and involve others
* Flexible to adapt your style in different situations
* Strong and confident ICT skills for presentation and management
* Contribute as a great team player

**Planning and Organising**

* Strong organisational skills with an attention to detail
* Manage daily responsibilities and priorities with ease
* Work efficiently and effectively to meet deadlines and deliver successfully
* Design, plan, arrange and organise activities and events

**Knowledge and experience**

* Good honours degree and/or relevant high level expertise
* Well qualified educationally, professionally and commercially
* A passion for learning, training and professional development
* A real interest in educational issues, approaches and alternatives from around the world
* Strongly support the ethos and culture of the school, Trust and Alliance
* A track-record in securing funding from a variety of sources, including bid-writing (Desirable)

**Leadership Skills**

* Project leadership and management expertise
* Proactive and confident, yet humble and considered
* You can inspire and motivate others
* Able to be a confident and convincing presence in representing the NDTSA
* Have collaboration and partnership at your heart – being outward facing looking to bring the best into the area

**Problem Solving and Resilience**

* Enjoy facing new challenges and change
* Enquiring - find, propose and lead solutions
* Use resources, intellect, creativity and innovation to be successful
* Have patience and endless energy to persevere through the challenging moments
* Tenacious and versatile – you complete and finish tasks
* Maintain a positive mind-set
* Committed and hard-working

**Self-evaluation**

* Logical and analytical
* Can provide sharp evaluation of impact
* Strong desire to learn from others so that you can be even better
* Able to share and support others
* Produce and present clear and accurate evaluation reports