

PERSON SPECIFICATION

Strategic Director of Finance & Corporate Services

Attributes	Relevant Criteria	Essential	Desirable	Method of Assessment
Qualifications	Educated to degree level	E		All points application form/interview
	Hold a CCAB qualification	E		
Experience	Leadership experience in either a commercial or non-commercial setting	E		All points application form/interview
	Significant experience working in a financial management position	E		
	Previous relevant experience of leading a finance team is essential and experience in leading a multi-disciplinary team is desirable	E		
	Robust senior financial management and business skills	E		
	Proven experience of regulatory frameworks that impact upon service delivery in organisations	E		
	Experience of support functions including HR, ICT and Estates		D	
	Proven track record of successful management of people, finance and other resources; and of the delivery of organisational change	E		
	Experience within an educational setting is highly desirable		D	
	Experience of managing projects	E		
	Experience of managing risk	E		
	Experience of procurement and contract negotiation	E		
Experience of reporting to a variety of audiences, including presenting at board level		D		
Knowledge and Skills	Excellent IT skills, including the ability to use Excel to a very high standard	E		All points application form/interview/recruitment tasks
	Excellent technical knowledge and experience of financial and management accounting, and accounting systems and processes	E		
	Ability to collate and interpret financial and other information and to make informed judgements and decisions	E		
	Strategic thinker, with strong and creative analytical capabilities with the capacity to provide high-level input into key areas of the Academy, including	E		



	<p>expansion of its education provision and other development opportunities</p> <p>Ability to work flexibly to meet deadlines and respond to unplanned situations</p> <p>Ability to absorb a wide range of information</p> <p>Significant understanding of charity, employment and planning legislation</p> <p>Good understanding of current developments and challenges in education</p> <p>Ability to maintain confidentiality, acting in a professional manner at all times</p> <p>Initiative and ability to prioritise workloads</p> <p>To safeguard the welfare of children.</p>	<p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p>		
Interpersonal skills	<p>Ability to maintain and develop productive and long-term working relationships with all colleagues, including the Board of Governors.</p> <p>Ability to share information, collaborate and network with others</p> <p>Good verbal and written skills appropriate to the need to communicate effectively</p> <p>Excellent communication, influencing and negotiating skills</p> <p>Enabling style of people management</p> <p>Proven ability to motivate, enthuse and drive forward individuals and teams to achieve high performance</p>	<p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p>		All points application form/interview
Commitment	<p>Drive, tenacity, energy and with an appetite for hard work</p> <p>Able to demonstrate honesty and integrity</p> <p>A demonstrable personal profile of continuous professional development</p> <p>Demonstrable commitment to supporting the development of others</p> <p>Commitment to equality and diversity policies and objectives</p>	<p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p>		All points application form/interview