



Spomme School

Person Specification



IT SERVICES MANAGER		Essential	Desirable
Education and Qualifications			
IT degree or equivalent professional qualification			✓
Relevant IT certifications		✓	
Experience			
Proven experience managing IT services within a multi-site organisation			✓
Experience of managing budgets and procurement			✓
Experience of managing a team or supervising staff			✓
Track record of successfully delivering IT projects and improvements			✓
Experience supporting users with a range of IT queries		✓	
Knowledge and Competencies			
Up to date knowledge of current IT systems and network management		✓	
Strong understanding of IT infrastructure, networking and technologies		✓	
Proactive and solution focussed		✓	
Knowledge of data protection, GDPR and safeguarding requirements		✓	
Ability to remain calm when under pressure and manage multiple priorities		✓	
Ability to develop and implement IT policies and procedures		✓	
Excellent communication and interpersonal skills		✓	
Strong organisational and planning skills		✓	
Personal Attributes			
A commitment to high standards and expectations personally and for colleagues and students		✓	
Collaborative, approachable and resilient		✓	
Strong leadership skills and able to motivate others		✓	
Work with flexibility and in accordance with the Trust's values and behaviours		✓	
Sound judgement and decision maker – confident in using own initiative		✓	
Willing to work flexibly in accordance with policies and procedure to meet the operational needs of the Trust (and to travel between schools as required)		✓	
A commitment to continuing personal development and training		✓	
A commitment to safeguarding and promoting welfare of children and young people		✓	
A commitment to equality, diversity and inclusion		✓	



Sponne School

Person Specification



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