|  |
| --- |
|  |
| **Person Specification:** | **Senior Officer**  |
| **The successful candidate will possess the following:** |
| **Skills -****Essential** | Excellent communication & presentation skills Analysing information and ability to make sound judgements, manage risk and resolve complex issues Clear, concise and objective reporting to variety of audiences Public relations & media management Ability to engage at all levels, work under pressure, be a productive negotiator and enhance partnership working Proficiency with ITC systems and use of a variety of software packages |
| **Knowledge & Experience – Essential****Desirable** | Governance of RSLs operating a charity and connected legislationSenior Leadership Strategic and operational finance and treasury managementThe role of social landlords in strengthening their communitiesEmployment and Health & Safety Devising, implementing and adapting effective control systems including risk and financial managementPartnership working Service as a voluntary governing board member in a relevant sector |
| **Attributes - Essential** | Committed to social housing and social justiceHonest & trustworthyRespectful, reliable and dependableFlexible, adaptive and responsiveFull UK driving licence |
| **Qualifications – Essential****Desirable** | Degree/diploma in housing and/or equivalent practical experience;Member of appropriate professional body Drivers Licence Management qualification |

|  |  |
| --- | --- |
| **Team Behaviours - all members of staff are required to deliver the following behaviours** | Communication Collaboration TrustRespect |