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| **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 legislation  Senior Leadership  Strategic and operational finance and treasury management  The role of social landlords in strengthening their communities  Employment and Health & Safety  Devising, implementing and adapting effective control systems including risk and financial management  Partnership working  Service as a voluntary governing board member in a relevant sector |
| **Attributes - Essential** | Committed to social housing and social justice  Honest & trustworthy  Respectful, reliable and dependable  Flexible, adaptive and responsive  Full UK driving licence |
| **Qualifications – Essential**  **Desirable** | Degree/diploma in housing and/or equivalent practical experience;  Member of appropriate professional body  Drivers Licence  Management qualification |

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