

PERSON SPECIFICATION

Director of Fitness to Practise

Date Created: February 2015

ATTRIBUTES	ESSENTIAL	DESIRABLE
Education and qualifications	<ul style="list-style-type: none"> • Degree or equivalent qualification • Registered with, or in the process of registering, a relevant regulatory body (if eligible) • Evidenced commitment to continuous professional development 	<ul style="list-style-type: none"> • Recognised management qualification
Experience and knowledge	<ul style="list-style-type: none"> • Experience of working in a senior management role within a multi-function organisation • Knowledge and/or experience in workforce regulation • Awareness of major legislative and social policy developments • Understanding of the legal context in terms of human rights, regulation/employment and data protection • Understanding of the social services sector in Scotland • Experience of identifying and managing risk without being risk adverse 	<ul style="list-style-type: none"> • Understanding of the political context in Scotland • Understanding of the social services regulatory landscape across the UK • Experience of workforce regulation/human resource management/adjudication
Skills and abilities	<ul style="list-style-type: none"> • Excellent management and leadership skills • Ability to prioritise and think strategically • Excellent written and oral communication skills; commitment to plain English and accessibility • Confidence in dealing with people at all levels • Decision-making and judgement • Inclusive problem-solving • Managing complexity • Managing organisational change. Ability to embrace 	<ul style="list-style-type: none"> • Experience of working with government • Experience of working in a national context

	<ul style="list-style-type: none"> and change as an opportunity • Active listener and evidenced ability to engage positively with others 	
ATTRIBUTES	ESSENTIAL	DESIRABLE
	<ul style="list-style-type: none"> • Ability to share knowledge clearly and understandably • Confident, concise and clear oral and written skills • Articulate presentation skills • Effective organisational skills and time management, able to meet deadlines 	
Personal Qualities and Attitudes	<ul style="list-style-type: none"> • Sound values • Self-awareness and ability to reflect and learn • Commitment to own learning and development • Pragmatism • Able to think strategically • Able to work corporately/collegiately • Political awareness • Commitment to public protection • Commitment to person-centred public services • Ability to constructively challenge the status quo • Capacity for creativity • Ability to work as part of a senior team and to support others to be good team players • Commitment to building an empowering organisational culture 	
Key Performance Outcomes	<ul style="list-style-type: none"> • Collaborative working • Customer services • Supporting development • Effective communication • Personal accountability • Continuous improvement 	

Special Conditions	<ul style="list-style-type: none">• The role may require travel throughout Scotland and the UK and may, very occasionally, require overnight stays.	
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