

PERSON SPECIFICATION AND JOB COMPETENCIES

JOB TITLE	FACULTY/ SECTION
Depute Principal & Chief Operating Officer	Executive Leadership Team

FACTOR	ESSENTIAL	DESIRABLE	Means of Assessment
Qualifications and Training	A first degree and/or professional qualification (or equivalent) in a relevant subject area.		<ul style="list-style-type: none"> • Application
		A higher degree in an appropriate subject area.	<ul style="list-style-type: none"> • Application
	An appropriate management/ leadership qualification and/or evidence of substantial continuous professional development, particularly in the area of leadership and management.	A teaching qualification.	<ul style="list-style-type: none"> • Application
	Evidence of continuous professional development.		<ul style="list-style-type: none"> • Application • Interview
Occupational Experience	Significant relevant experience of strategic management at executive level including the effective development, deployment and leadership of staff.	Experience of teaching in Further or Higher Education.	<ul style="list-style-type: none"> • Application • Interview
	Knowledge of the Further Education sector, in particular policy developments and funding arrangements in relation to issues which will impact upon education, training and learning in the tertiary environment.	Experience of working in large scale, complex organisations.	<ul style="list-style-type: none"> • Application • Interview

FACTOR	ESSENTIAL	DESIRABLE	Means of Assessment
	<p>Significant leadership / management experience at senior level in the education sector with knowledge of the complex environments within large college or equivalent settings.</p>		<ul style="list-style-type: none"> • Application • Interview
	<p>Direct relevant experience of strategic and operational planning processes, particularly in relation to the areas covered by this post.</p>		<ul style="list-style-type: none"> • Application • Interview
		<p>An excellent understanding of TQEF and experience of playing a key role in external quality assurance processes.</p>	<ul style="list-style-type: none"> • Application • Interview
<p>Personal qualities and competencies</p>	<p>As a strategic confidante to the Principal, be able to engender high levels of trust and evidence discretion.</p> <p>An ability to develop positive working relationships with individuals at all-levels (especially internally but also externally) to promote the College.</p> <p>Highly developed communication, liaison and networking skills.</p>		<ul style="list-style-type: none"> • Interview • Reference

FACTOR	ESSENTIAL	DESIRABLE	Means of Assessment
	<p>The ability to delegate effectively and manage the performance of others.</p> <p>A strong sense of purpose and the drive to achieve agreed goals.</p> <p>The ability to work effectively through teams and a critical and sensitive understanding of the roles of staff.</p>		<ul style="list-style-type: none"> • Application • Interview
	<p>The ability to lead others through inspirational leadership which earns respect and provides an environment where others feel motivated.</p> <p>The ability to articulate a vision, show how it can be achieved and inspire others to success.</p>		<ul style="list-style-type: none"> • Application • Interview
	<p>The ability to analyse and solve complex problems with a successful track record of managing and delivering change.</p> <p>The ability to think strategically and respond creatively to the College's strategic aims and objectives.</p>		<ul style="list-style-type: none"> • Application • Interview
	<p>The ability to manage budgets and meet financial targets, while maximising ROI.</p>		<ul style="list-style-type: none"> • Application • Interview