**Northern Education Trust**

**Post: Director of Corporate ICT and Infrastructure**

**PERSON SPECIFICATION**

|  |  |  | **Assessed by:** |
| --- | --- | --- | --- |
| **No** | **Categories** | **Essential / Desirable** | **App Form** | **Interview / Task** |
| **QUALIFICATIONS** |
| 1. | 5 GCSEs or equivalent (incl. maths and English Grade C or above) | E | ✓ |  |
| 2. | Degree level or equivalent experience | E | ✓ |  |
| 3. | Professional qualification (e.g. FBCS, CITP). | D | ✓ |  |
| 4 | Project management (e.g. MSP or Prince 2) or post graduate management qualification | D | ✓ | ✓ |
| 5. | Evidence of continuous professional development and training | E | ✓ | ✓ |
| **EXPERIENCE** |
| 6. | Education / Academy sector experience | E | ✓ | ✓ |
| 7. | Technically experienced with a proven ICT record including delivering complex systems / networks as to enable ICT to meet the needs of academies / students. | E | ✓ | ✓ |
| 8. | Experienced of initiating, leading, and managing cultural change. | E | ✓ | ✓ |
| 9. | Experience of developing and sustaining positive relationships with relevant stakeholders. | E | ✓ | ✓ |
| 10. | Senior management experience in terms of deputising upwards, managing relationships, decision making and working with Trustees / Governors and Committees. | E | ✓ | ✓ |
| 11. | Experience of managing and developing staff including effective performance reviews and continuous service reviews | E | ✓ | ✓ |
| 12. | Experience of managing budgets, challenging VfM and establishing roles with suppliers and partners. | E | ✓ | ✓ |
| **ABILITIES, SKILLS AND KNOWLEDGE** |
| 13. | Proven ability to create and lead an ICT team to best support academies / student needs by shaping ICT and infrastructure strategy and managing the service. | E | ✓ | ✓ |
| 14. | Outstanding written / verbal communication, leadership and influencing skills | E | ✓ | ✓ |
| 15. | Excellent project management and organisational skills | D | ✓ | ✓ |
| 16. | ICT literate with a working ability to use key IT software to present work to a high standard | E | ✓ | ✓ |
| 17. | Ability to build effective working relationships with colleagues and external partners at all levels | E | ✓ | ✓ |
| 18. | Understanding of relevant legislation and regulatory requirements underpinning the education and academies sector | D | ✓ | ✓ |
| 19. | Ability to maintain strict confidentiality in all matters and command confidence and credibility | E | ✓ | ✓ |
| **PERSONAL QUALITIES** |
| 20. | A strong commitment to both Trust values and ethos plus own professional conduct and ethics | E | ✓ | ✓ |
| 21. | Commitment to support the Trust’s agenda for safeguarding and equality and diversity | E | ✓ | ✓ |
| 22. | A willingness and ability to travel and work outside of core hours if necessary | E | ✓ | ✓ |
| 23. | High attention to detail and self-awareness to resolve conflicts with sensitivity and foster positive reputations and personal credibility as a leader.  | E | ✓ | ✓ |
| 24. | A firm commitment to continuing professional development. | E | ✓ | ✓ |