



THE VALE OF GLAMORGAN COUNCIL - PERSON SPECIFICATION

POST NO:		DESIGNATION:	Director of Learning and Skills	DEPARTMENT:	Learning and Skills
SECTION:		COMPLETED BY:		DATE:	September 2016

	ESSENTIAL	DESIRABLE	ASCERTAINED BY
1. SKILLS AND APTITUDES	<ul style="list-style-type: none"> • Ability to plan, commission and ensure the effective delivery of high quality services • Excellent leadership and performance management skills • Ability to anticipate future service needs and plan, prioritise and manage resources accordingly to meet such needs • Ability to manage change effectively • Ability to develop effective relationships including working effectively with Elected Members/Chairs of Governors/Senior Managers/Headteachers and external partners • Ability to work effectively in partnership and seek out and exploit opportunities for collaboration • Ability to think strategically, quickly analyse complex issues and present imaginative and practical solutions • Excellent communication, engagement and interpersonal skills 		Application form and interview
2. KNOWLEDGE AND EXPERIENCE	<ul style="list-style-type: none"> • Significant and recent strategic/operational leadership experience within service areas relevant to the post. • Proven track record of large-scale service provision/development • Demonstrable experience of effective change management • Experience of successful financial management • Evidence of successful performance management. • Understanding of the wider social and economic environment within the Vale of Glamorgan • Knowledge of Local Government, the wider Public Sector and current Education issues and challenges • Demonstrable experience of partnership/collaborative working 		Application form and interview

	ESSENTIAL	DESIRABLE	ASCERTAINED BY
3. ATTITUDE AND MOTIVATION	<ul style="list-style-type: none"> • Highly motivated and committed to delivering a high quality service. • Able to successfully use a range of leadership styles. • Ability to motivate and encourage colleagues. • Good understanding of service needs in the context of the wider Council agenda. • Ability to influence and present a sound business case on issues relating to service and to the Council as a whole. 		Application form and interview
4. QUALIFICATIONS AND TRAINING	<ul style="list-style-type: none"> • Qualified to degree level or equivalent • Relevant professional/management qualification 		Application form and interview
5. OTHER (PLEASE SPECIFY)	<ul style="list-style-type: none"> • Personal and professional credibility • Resilience and a capacity for managing complexity • Drive, energy and enthusiasm to sustain an extensive agenda • Capacity to work outside of normal office hours and attend evening meetings as and when required. 		Application form and interview