

Style Acre

Supporting people with learning disabilities



PERSON SPECIFICATION

Post: Director of Operations

QUALIFICATIONS

	Essential	Desirable
Degree		*
Relevant professional or management qualification	*	
Level 4 LMC (or equivalent)	*	
Valid Driving Licence	*	

EXPERIENCE

	Essential	Desirable
Extensive experience, at least at middle management level, in the social care sector	*	
Experience leading and delivering strategic change and complex projects	*	
Working with people with learning disabilities	*	
Experience of working with Local Authority Commissioners, families and circles of support	*	
Effective Budget and Resource Management	*	
Financial and commercial acumen	*	
A track record of working on tenders and delivering growth		*
Experience of effectively managing change and delivering service improvements	*	

SKILLS

	Essential	Desirable
The ability to communicate effectively at all levels (both orally and in writing) and to build effective working relationships internally and externally.	*	
Results Focus; the ability to work proactively, plan, organise, optimise resources and complete targets within agreed timescales.	*	
Strategic problem solving skills sufficient to resolve complex matters often with conflicting requirements	*	
Ability to demonstrate effective people management skills through delegating, empowering, motivating, and coaching managers and staff.	*	
Project Management skills and experience to	*	

deliver projects on time and within budget		
Networking, influencing and negotiation skills	*	
Proficient in the use of Microsoft Word, Excel and PowerPoint	*	

KNOWLEDGE AND UNDERSTANDING

	Essential	Desirable
Demonstrable understanding of the requirements of working in Health & Social Care	*	
Knowledge and understanding of relevant legislation especially the 2014 Care Act, Mental Capacity Act and relevant Health and Safety legislation.	*	
Understanding of the requirements of the Care Quality Commission.	*	

PERSONAL AND ATTITUDE

	Essential	Desirable
To be person centred and address the needs of internal and external stakeholders	*	
To demonstrate commitment to equality, diversity, inclusion and the values of the organisation	*	
To be assertive, confident, and have the ability to initiate action when required	*	
To have enthusiasm and drive	*	
To be a reliable, supportive and a professional role model for effective leadership within the organisation	*	
To work flexibly according to the charities requirements	*	
To be willing to work across the charity, attend meetings which may require weekend working	*	
To demonstrate commitment to own personal development	*	