

Person Specification

Post Title: NIOE Director		Post No: 06318
Organisation Unit: Nottingham Institute of Education		
Grade: Head of Department		Date Compiled: April 2019
Attributes	Essential	Desirable
Knowledge	<p>Understanding of current debates and key developments and trends in the profession, education policy and public debate.</p> <p>Understanding of the research environment and Research Excellence Framework (REF) context within which the Institute is operating.</p> <p>Understanding of education policy and practice, including detailed knowledge of academisation.</p> <p>Understanding of the changing landscape of ITT both within Schools and a HEI.</p>	
Skills	<p>Evidence of effective strategic leadership and development of academic and professional staff of an academic unit, delivering on a range of KPIs.</p> <p>Evidence of effective strategic planning and staff and resource management processes.</p> <p>Ability to manage and be accountable for budgets.</p> <p>Strong entrepreneurial skills, able to identify and cultivate opportunities to fulfil and extend Institute objectives.</p> <p>Strong analytical skills, with ability to interpret and translate complex ideas effectively to a wide range of stakeholders.</p> <p>Strong leadership skills, able to promote a quality culture and ensure delivery, through others, of a transformative student</p>	

	<p>experience.</p> <p>Proven record of the effective development of external relationships to ensure the development and delivery of long-term strategic partners.</p> <p>Excellent leadership, communication, presentation and influencing skills.</p> <p>Proven record of developing new ideas and delivering on initiatives that impact on established methods and approaches</p> <p>Practitioner expertise to underpin credible disciplinary contribution</p>	
<p>Experience</p>	<p>Experience of working at a strategic and operational level in a senior leadership role in an academic/policy environment, including performance management against agreed targets.</p> <p>Experience of successfully engaging with OFSTED</p> <p>Experience of securing significant funding for research/other relevant activities.</p> <p>Experiencing of producing high quality academic publications and other outputs.</p> <p>Proven track record of building and sustaining mutually beneficial strategic partnerships with a range of stakeholders.</p> <p>Experience of influencing external policy through teaching or research</p> <p>Experience preparing for and working with external organisations/professional bodies.</p> <p>Track record of excellence in an appropriate combination of</p>	<p>Experience of leading research projects as PI</p> <p>Experience of producing publications (and other outputs) targeted at and designed to influence non-academic audiences/decision makers.</p> <p>Experience of successful grant capture or attracting other forms of income.</p>

	<p>teaching, research and professional practice.</p> <p>Experience of all aspects of effective line management</p> <p>Successful supervision of PhD students to completion.</p>	
Qualifications	<p>PhD within a relevant discipline</p> <p>Evidence of ongoing professional development.</p> <p>Required to hold HEA Fellow professional recognition (or must be achieved within 6 months of appointment).</p>	<p>Membership of and active engagement in the activities of an appropriate professional body.</p> <p>Relevant professional qualification (including Practice qualification as required).</p>

COMPETENCY	COMPETENCY – ESSENTIAL	LEVEL	COMPETENCY - DESIRABLE	LEVEL
	<p><u>Leading and Coaching</u></p> <p>Takes responsibility for strategic developments, sets standards and direction. Takes responsibility for developing talent and succession planning. Is a role model for others.</p>	4	<p><u>Creativity and Innovation</u></p> <p>Reviews, tests and implements new concepts, models and approaches to practice in support of service development and delivery.</p>	3
	<p><u>Communicating and Influencing</u></p> <p>Communicates effectively with a wide range of diverse internal and external stakeholders, influencing and negotiating change. Networks internally to keep ahead of developments.</p>	3	<p><u>Customer Focus</u></p> <p>Anticipates the needs of customers, seeking evidence of demand from the market(s) and from stakeholders. Seeks out and manages long term relationships with stakeholders, develops strategic initiatives to ensure the delivery of a quality and valued service.</p>	4
	<p><u>Entrepreneurial and Commercial Focus</u></p> <p>Spots and progresses business opportunities and opportunities for collaborative working externally and internally. Challenges assumptions and the status quo in order to enhance competitive advantage. Tracks competitor activity.</p>	3	<p><u>Making Informed Decisions</u></p> <p>Uses a wide range of complex data to take controlled risks to achieve greater gain. Uses trends and data to establish controls and performance indicators.</p>	3

	<p><u>Organisation and Delivery</u></p> <p>Adopts a long term view and plans resources accordingly. Develops local strategy in support of the University's Strategic Plan and develops resourcing models to underpin implementation.</p>	4		
<p>Person Specification Drawn up by:</p>	<p>Kathie Moore, Dean – School of Social Sciences</p>	<p>Date: April 2019</p>		
<p>Approved for department by:</p>	<p>BLSS HR</p>	<p>Date: April 2019</p>		