



Person Specification Director of People and Governance

		Assessed by:		
No.	CATEGORIES	Essential/ Desirable	Application Form	Interview/ Task
QUALIFICATIONS				
1.	Relevant degree or equivalent professional qualification (level 7) in Human Resources or related field.	E	✓	
2.	Membership of a relevant professional body (e.g., CIPD).	D	✓	
KNOWLEDGE AND EXPERIENCE				
3.	Proven experience in a senior HR leadership role, ideally at Director/ Senior Management level.	E	✓	✓
4.	In-depth knowledge of UK employment law and HR best practices.	E	✓	✓
5.	Demonstrated experience in organizational development and change management.	E	✓	✓
6.	Track record of successful implementation of HR strategies that align with organisation objectives.	E	✓	✓
7.	Experience in talent acquisition, development, and retention strategies.	E	✓	✓
8.	Strong understanding of diversity, equity, and inclusion principles and ability to embed them in HR practices.	E	✓	✓
9.	Experience in designing and implementing effective people management and appraisal systems.	E	✓	✓
10.	Proven ability to lead and manage a high-performing HR team.	E	✓	✓
11.	Experience in managing employee relations issues and fostering a positive workplace culture.	E	✓	✓
12.	Familiarity with HR technology and data analytics for informed decision-making.	E	✓	✓
13.	Experience in working with and influencing senior stakeholders.	E	✓	✓
14.	Knowledge of the school's system; governance law, structures, policy, and practice in all types of schools.	D	✓	✓
15.	Awareness of current issues and though leadership relating to the governance of schools and academy trusts.	D	✓	✓
16.	Understanding of charity law and governance in other sectors	D	✓	✓

BEHAVIOURS AND VALUES				
12.	Strong leadership skills with the ability to inspire and motivate a diverse workforce.	E	✓	✓
13.	Excellent communication and interpersonal skills, with the ability to engage effectively at all levels.	E	✓	✓
14.	Strategic thinker with a proactive and solutions-oriented approach.	E	✓	✓
15.	High level of integrity, discretion, and confidentiality.	E	✓	✓
16.	Resilient and able to thrive in a dynamic and fast-paced environment.	E	✓	✓
17.	Demonstrated commitment to continuous professional development.	E	✓	✓
18.	Results-driven with a focus on achieving organizational objectives.	E	✓	✓
19.	Alignment with and commitment to the organization's values and ethical standards.	E	✓	✓