

## Director of Services (Person Specification)

Age UK Herefordshire & Worcestershire are an independent, local charity and brand partner of Age UK, working in the two counties and striving to make Herefordshire and Worcestershire a great place to grow older.

Are you **passionate** about **helping to improve the quality of life for older people** and would like to help us to **promote choice, opportunity and independence** in your new role?

You must be able to demonstrate in your application that you have:	Essential	Desirable
<b>QUALIFICATIONS</b>		
A degree qualification or equivalent evidence of continuous professional development	x	
A Masters/post graduate degree or equivalent evidence of continuous professional development		x
A management/Leadership. Qualification		x
<b>KNOWLEDGE AND EXPERIENCE</b>		
Experience of senior/strategic leadership within an organisation	x	
A proven track record of leading and inspiring diverse teams to high level of achievement and innovation	x	
A successful track record of initiating, leading and managing multiple service functions in a complex environment.	x	
Experiences of successfully developing and leading a strong performance and outcome focused culture.	x	
A proven track record of successfully developing high quality, cross sector partnerships with a wide range of partnerships.	x	
Evidence of a detailed understanding of working with Trustee Boards or similar governing bodies.	x	
Demonstrate track record of initiating, driving, developing and implementing strategies and plans relating to outcomes and impact.	x	
A detailed working knowledge of either social care or the health care services.		x
Experience of funding application and tender process	x	
Experience of managing major change and change programmes		x
Awareness of the importance of research in the development of strategy		x
A working knowledge of relevant legislation including the political, legal and financial context of a charitable organisation	x	
Experience of setting/ monitoring budgets	x	
Experience of devising and delivering training		x
Experiences of developing and implementing policy.		x
<b>SKILLS AND ABILITIES</b>		
Ability to present complex information clearly and concisely in writing or verbally, with excellent written and spoken English	x	
Analytical skills with ability to exercise sound judgement and sensitivity.	x	
Ability to build effective teams and relationships and achieve results through leading, inspiring and motivating others	x	
Ability to achieve change and results through influence, negotiation and collaboration.	x	
The ability to work to quality assurance systems.	x	
<b>PERSONAL QUALITIES</b>	x	
Understanding of and commitment to Equality of opportunity	x	
Team focussed approach	x	
Self- motivated	x	
Flexible	x	
Committed to continuously improving service delivery	x	

Customer focus	X	
Persistent & able to persuade others to meet your deadlines	X	
Attention to detail	X	
Excellent communication skills at all levels within and outside the organisation.	X	
Open and transparent	X	

The following criteria will be assessed from information provided on your completed application form, during the shortlisting and assessment process, and by your referees.

Please feel free to add any other criteria fit to the job opening

**How to apply:** Visit our [website](#) to download an application form and send to [jobs@ageukhw.org.uk](mailto:jobs@ageukhw.org.uk)  
Alternatively you can phone 0800 008 6077 or email [jobs@ageukhw.org.uk](mailto:jobs@ageukhw.org.uk) for more information

**Closing date:** 1st October 2020

**Interview date:** TBC