

## Person specification

criteria	qualities	
Qualifications and training	<ul style="list-style-type: none"> <li>• A degree or other relevant qualification - ideally in accountancy, business management or a related discipline</li> <li>• A school business management qualification</li> </ul>	Essential
		Desirable
Experience	<ul style="list-style-type: none"> <li>• Successful leadership and management experience in a school, or in another relevant field</li> <li>• Involvement in organisational self-evaluation and improvement planning</li> <li>• Proven performance management experience</li> <li>• Experience of change management</li> <li>• Contributing to staff development</li> <li>• Successful experience in the submission of bids securing funding in the public sector</li> <li>• Experience in marketing and revenue generation</li> </ul>	Essential
		Desirable
		Essential
		Desirable
		Desirable
		Desirable
		Desirable
Skills and knowledge	<ul style="list-style-type: none"> <li>• Expert knowledge of financial management</li> <li>• Excellent attention to detail</li> <li>• Effective communication and interpersonal skills</li> <li>• Ability to communicate a vision and inspire others</li> <li>• Ability to build effective working relationships with staff and other stakeholders</li> </ul>	Essential
		Essential
		Essential
		Essential
		Essential
Personal qualities	<ul style="list-style-type: none"> <li>• Commitment to promoting the ethos and values of the Southover Partnership and getting the best outcomes for all pupils</li> <li>• Commitment to acting with integrity, honesty, loyalty and fairness to safeguard the assets, financial probity and reputation of the Southover Partnership</li> <li>• An ability to consult and share decision making with the SLT and others</li> <li>• Highly motivated, positive and self-reliant</li> <li>• Ability to work under pressure and prioritise effectively</li> <li>• Commitment to maintaining confidentiality at all times</li> <li>• Commitment to safeguarding and equality</li> </ul>	Essential
		Essential
		Essential
		Essential
		Essential
		Essential
		Essential

### Notes:

The above list of job duties is not exclusive or exhaustive and the post holder will be required to be flexible (workload and time) to undertake such tasks as may reasonably be expected by management from time to time.