



Chief Executive Officer (CEO) Person Specification

Key: 'E' = Essential; 'D' = Desirable, 'A' = Application, 'I' = Interview, 'P' = Presentation

	E	D	A/I/P
Experience			
1. Proven track record of being a strong and effective leader, either in a similar position or as an executive member of a senior leadership team, ideally gained in the voluntary sector	✓		A & I
2. Strategic delivery of high performing services within an executive post, including service development & co-ordination, monitoring & evaluation and setting & working within budgets	✓		A & I
3. Developing and delivering organisational strategies including business direction, planning, people and financial management	✓		A
4. Effective fundraising including fundraising applications, bid-writing and producing financial reports for funders	✓		A
5. Working within strategic partnerships and multi-agency meetings, developing outstanding relationships with stakeholders, other services, service users and funders	✓		I
6. Working with or within women and girls' services on a paid or unpaid basis		✓	A
7. Handling and responding to media enquiries		✓	I
Knowledge			
8. Extensive and up-to-date knowledge of a diverse range of funding and income sources.	✓		P
9. Demonstrable knowledge, understanding and commitment to diversity, inclusion and anti-discriminatory practice	✓		I
10. Challenges and barriers faced by under-represented and marginalised groups, including black minority ethnic (BME), women, girls, disabled women, refugees and asylum seekers.	✓		P
11. Child and adult safeguarding.	✓		A & I
12. Charity governance, GDPR compliance, financial and human resources management	✓		A & I
Qualifications			
13. Relevant degree, professional qualifications or proven equivalent experience	✓		A

Skills & Attributes			
14. You must be an excellent manager and communicator, having the ability to manage and motivate yourself and others and bring out the best in diverse teams	✓		A & I
15. Excellent presentation and communication skills	✓		P
16. Recruitment & interviewing skills	✓		A
17. Be a creative problem-solver and have the ability to see the big picture	✓		A & I
18. Ability to maintain clear boundaries and confidential working practices	✓		A
19. Be IT literate and proficient in the use of Information & Communications Technology (ICT)	✓		A
20. Commitment to the vision, mission, aims and values of Asha	✓		P

Presentation Topic:

Opportunities and challenges for the Voluntary sector – A roadmap to make Asha resilient and fit for future.

Time: 10 minutes