



Person Specification			
Post title	Assistant Executive Director - Quality, Permanence and Sufficiency	Grade	Assistant Executive Director Band 1

* * * This post is exempt from the provisions of the Rehabilitation of Offenders Act – applicants must disclose all criminal convictions including those which are ‘spent’, in addition to any cautions and bindover orders received in the last 12 months * * *

To be successful in this role you will need to demonstrate how you meet the criteria below at application & interview stage.

Shortlisting Number	Criteria	Method of assessment
Skills, knowledge, experience		
S1	Knowledge and sensitivity of working in a political organisation to deliver organisational priorities	I
S2	Ability to lead, inspire and motivate others within a culture of proactive service delivery and continuous improvement	CV/SS, I
S3	In depth understanding of Children’s social care and the key government policies and legislative framework relating to it	CV/SS, I
S4	Strong and varied record of achievement at a senior level in Children’s social care	CV/SS, I
S5	Demonstrable track record of understanding the needs of communities, Children, and improving outcomes for all	CV/SS, I
S6	Direct experience of successful implementation of strategies to integrate services across local / central government traditional boundaries	CV/SS, I
S7	Significant and in-depth experience of managing complex projects	CV/SS, I
S8	Significant experience of strategic financial management and successful prioritising and targeting of resources	CV/SS, I
S9	Significant senior level experience of operating effectively and collaboratively as part of a senior team	CV/SS, I

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S10	Integrity, credibility and influence with national and local politicians, officers, and other key stakeholders	CV/SS, I
S11	Able to deliver and lead others under pressure, prioritising work against competing demands to meet deadlines	CV/SS, I
S12	Highly developed written and oral presentation skills with ability to present complex ideas in a clear and comprehensible way	CV/SS, I
S13	Experience and ability to build effective working relationships with a wide range of stakeholders. Be able to negotiate, influence and give advice to senior managers and/or Members and partner organisations	CV/SS, I
Personal attributes and circumstances		
P1	You must adhere to the “Knowsley Better Together” staff qualities; Integrity, Accountability, Communication and Respect	I
P2	A commitment to equal opportunities	CV/SS, I
P3	Ability to attend meetings inside and outside the Borough	CV/SS, I
P4	Flexible approach to working hours	CV/SS, I
Qualifications		
Q1	A recognised management qualification and a recognised social work professional qualification in a relevant discipline	CV/SS, C
Q2	Membership of (or eligible to join) a recognised and relevant professional body	CV/SS, C
Q3	Evidence and commitment to continuous personal and professional development	CV/SS, C
Q4	A recognised Degree or Postgraduate qualification in Leadership is desired	CV/SS, C

CV/SS = Curriculum Vitae/Supporting Statement **A** = Application Form **C** = Certificate **E** = Exercise **I** = Interview
P = Presentation **AC** = Assessment Centre **T** = Test

Where the post involves working with children, in addition to a candidate’s ability to perform the duties of the post, the interview will also explore issues relating to safeguarding and promoting the welfare of children, including:

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- **Motivation to work with children and young people.**
- **Ability to form and maintain appropriate relationships and personal boundaries with children and young people.**
- **Emotional resilience in working with challenging behaviours.**
- **Attitudes to use of authority and maintaining discipline**

We have a positive attitude to the employment of disabled people and guarantee an interview to those who meet **all** the necessary criteria of the person specification.

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