

## CSIE Assistant Director - Person Specification

	<b>Essential</b>	<b>Desirable</b>
<b>Personal Qualities</b>	Unconditional commitment to <b>every</b> child's right to a quality education in ordinary local schools.	
	Strong dedication to promoting the development of inclusive education as a basic human right.	
	Commitment to working collaboratively, sharing workload fairly and taking responsibility for own work.	
	Commitment to transparency and negotiation.	
	Ability to prioritise own workload and manage time effectively.	
	Readiness to expand on existing skills, knowledge and experience.	
<b>Skills and Knowledge</b>	Ability to meet deadlines and produce accurate work under time pressure.	Ability to understand and manage budgets.
	Sound understanding of, and commitment to, the social model of disability.	Sound understanding of the development of inclusive education nationally & internationally.
	Effective verbal and written communication skills, including the ability to prepare accurate and engaging reports for a range of audiences.	Knowledge of political processes.
	Effective presentation skills.	Knowledge of legislation and guidance relevant to education, equality and human rights.
	Ability to identify and implement strategic priorities.	Knowledge of legislation and guidance relevant to companies and charities.
		Range of IT skills including word processing, data management and web development.
		Sound understanding of research methods.
<b>Qualifications and Experience</b>	Good track record in lobbying/campaigning activities.	Good track record in working in the voluntary sector.
	Good track record in fundraising activities.	Good track record in drafting campaign literature and other information / reports.
		Good track record in working with full diversity of learners in schools or other settings.
		Good track record in involvement with systems change.
		Good track record in delivering talks and/or training.