

**Participation and the Practice of Rights (PPR)
Person Specification**

ASSISTANT DIRECTOR - PROGRAMMES

	Essential	Desirable
Qualifications	A relevant degree or five years experience in a similar role	A relevant postgraduate qualification in a relevant discipline
Experience A minimum of <u>two</u> years experience of:		
	A management role within a team working environment	
	Implementation of a strategic plan at middle management level and development and delivery of operational plans	Successful fundraising at middle management level
	Effective management of a staff team, monitoring performance and mentoring and developing individuals	
	A campaigning or social justice role at middle management level	Developing and implementing campaign strategies. Implementation of an organisational communications strategy linked to campaigns
	Leading and facilitating local people's participation in campaigns, projects or initiatives	Planning and delivery of events
	Carrying out research and policy analysis in a relevant field	
	The application of international and domestic human rights and equality instruments, tools and information sources	
	Designing and delivering training and developmental programmes	

	Essential	Desirable
Knowledge/Skills/Attributes		
	Effective leadership qualities with the ability to manage and motivate a team	
	A natural empathy for others and ability to work with a diverse range of groups	Knowledge of the voluntary and community sector in Northern Ireland
	Excellent communication skills (written, oral)	
	Excellent organisational skills and ability to prioritise and meet deadlines	
	Excellent IT skills	Advanced IT skills
	Knowledge of the key international human rights standards, instruments and relevant organisations	
Commitment		
	Commitment to the mission, aims and values of PPR and a proven ability to work in a non-partisan way with all sections of society	
	Willingness to travel locally and internationally	
	Willingness for a flexible working pattern with evening and weekend work as required	