

PERSONAL QUALIFICATIONS

Essential

At least 3 years senior management experience
Proven experience of financial management and fund-raising
Experience of working to boards and committees
Experience of managing teams
Excellent presentational skills and confidence in public speaking and dealing with the media
Understanding of law and best practice regulations
Competent in relevant IT skills

Desirable

A knowledge of FAS or experience with those affected or knowledge or experience of comparable disabilities
Working with people with disabilities and their families
Working with volunteers

Skills required

- interpreting the vision, mission statements and aims and objectives in a creative but relevant way
- communicating a clear vision, strategy and plan of action
- controlling finance, budgeting and fund-raising
- able to manage and motivate staff
- being sensitive to different interests
- taking decisions and providing direction
- enthusing and motivating others
- encouraging innovation and creativity
- imposing and maintaining standards
- managing a varied and heavy workload
- having good public speaking skills
- networking effectively on behalf of the charity and those it supports
- building teams and collaborative relationships
- having a good knowledge of PR and marketing

- good interpersonal skills and being at ease with a variety of different audiences
- being resilient, resourceful, enthusiastic and diplomatic
- commitment

SPECIFIC TARGETS OVER THE NEXT THREE YEARS

- to double the charity's income
- to maintain and where possible enhance existing programmes
- to expand the number and range of programmes
- in particular to devise new effective ways of raising awareness amongst teenagers of the danger of drinking around pregnancy