



European Union
European
Social Fund

neca
north east combined authority

North East
Local Enterprise Partnership



Person Specification

Job Title:	Regional Lead – North East Ambition
Service:	North East Local Enterprise Partnership (North East LEP)
Responsible To:	Skills Director
Salary:	NECA Grade 12/13 SCP 52-54 (£48,493- £51,822 pending pay award)
Host Employer:	North East Combined Authority

This post is part funded by the European Structural and Investment Funds 2014 – 2020 and all activity must comply with contractual regulations.

Experience & Qualifications

1. Experience of initiating, managing and developing complex projects.
2. Demonstrable experience of working with schools, in particular engaging with school leaders.
3. Demonstrable experience of engaging businesses in an educational context.
4. Experiences of project development and management in a complex multi-stakeholder environment.
5. Experience of partnership working, including negotiating, communicating and joint-working with internal / external organisations to achieve outcomes.
6. An understanding of the needs of North East schools, colleges and businesses.
7. Experience of developing and delivering innovative services.
8. Experience in marketing and promotion of projects and services.
9. Experience of managing contracts.



Ability, skills and knowledge

1. Ability to assimilate new policies and initiatives and to interpret and utilise information and intelligence to develop timely responses.
2. Excellent ability to influence at high level with colleagues such as head teachers, governors, senior local authority figures, government departments and ministerial office.
3. Significant experience of initiating, leading and managing cultural change at a senior and strategic level in organisations.
4. Thorough understanding of schools performance analysis and value added targets.
5. Excellent influencing and negotiating skills. Confidently use persuasion, influencing and/or negotiation techniques to influence others in difficult situations.
6. Excellent written communication skills, including the ability to write anything from engagingly brief content to formal Board reports.
7. Excellent interpersonal skills, able to building rapport rapidly and to establish and maintain robust relationships.
8. Demonstrable political sensitivity
9. Effective leadership skills
10. Financial management skills, including performance management of programme finances.
11. Works from own initiative, productively in a pressurised environment. Able to identify areas of need and deliver business change.
12. Problem solving skills, able to use creativity and innovation to generate solutions for difficult issues.
13. Knowledge of governance structures across a range of educational institutions.
14. Knowledge of current CEIAG landscape.
15. Knowledge of LEPs and their role in local economies.

Personal Attributes

1. An enthusiastic and proactive approach to the delivery and requirements of the role.
2. Strong interpersonal skills.
3. Committed to providing educational opportunities for all young people in the North East.
4. Committed to partnership working.
5. Committed to continuous improvement.
6. Committed to Equal Opportunities.