

## Person Specification

### Knowledge and experience

#### Essential

- An effective leader with high standards of integrity and fairness and demonstrable achievements in motivating and empowering people.
- Extensive experience and a consistent track record of achievement in a senior executive position within a successful, customer focused, regulated organisation.
- Significant knowledge of housing policy, statutory frameworks and Regulatory Standards for Registered Social Landlords in Scotland.
- Demonstrable experience of embedding strong and sustainable corporate governance, ideally in the context of voluntary governing bodies.
- Sound understanding of multiple governance frameworks and group structures including charitable status.
- Extensive experience of leading effective change programmes with staff, customer and stakeholder engagement, involvement and collaboration.
- Strong track record of building and managing effective relationships with Boards, customers, partners and external stakeholders.
- Experience of budget management and a sound grasp of the risks associated with property, asset management, investment and treasury management.
- Experience of identifying, analysing and progressing strategic opportunities to facilitate growth.
- Experience of leading the preparation, promotion and implementation of business plans and other planning documents.
- Good knowledge of corporate finance, accounting, performance management, risk and internal and external audit including knowledge of strategic financial management in a housing related sector.
- Good knowledge of ICT systems and experience of digital migration, cyber security and championing the use of new technology (including AI) to develop innovative systems, services and future ways of working.
- Experience of applying effective risk management techniques.
- Demonstrable achievement of agreed objectives and key performance indicators.

#### Desirable

- Successful track record of effective partnership working and networking at the highest levels with key stakeholders, including regulators, Scottish and local government, communities and commercial organisations.
- Non-executive director experience to reflect governance issues, challenges and responsibilities or experience of effective working with a voluntary Board or Trustees.
- Commercial awareness with a strong grasp of financial frameworks and funding mechanisms.
- Experience of applying commercial, political and business acumen, exploiting new opportunities to achieve outcome related change and a customer related outcome.

## Education and qualifications

### Essential

- Degree or relevant professional qualification e.g. CIH or equivalent.
- Current membership of a related professional body e.g. CIH or equivalent.
- Ability to act as ambassador for the Grampian Group in interactions with colleagues, Board members, customers and other stakeholders.
- Resilient, robust, confident and determined, but self-aware.
- Demonstrates drive, determination, resilience and a commitment to excellence.
- Demonstration of continual and effective personal development.
- Excellent organisational and planning skills to cope with a varied workload and the ability to handle change and prioritise work accordingly.
- Ability to work under pressure and prioritise work to meet strict deadlines, use initiative, make sound judgements and take effective decisions.
- Motivated, enthusiastic and self-starting with a commitment and drive for organisational improvement.
- Committed to ensuring high standards, efficiency and outstanding customer service.
- Committed to Grampian's values of integrity; respect; empathy; and commitment for tenants, customers, colleagues, Board members and other stakeholders and responsiveness to tenants' needs.
- Confident in own skills and abilities and able to work as part of a team or on own initiative.
- Ability to lead on mergers and acquisitions through to successful completion and integration.
- Highly professional, with integrity, high personal standards and honesty.
- Good understanding of the value of community sustainability activities and projects.
- Willingness to work flexibly to meet the different needs of customers, Board members and the communities we serve.
- Availability to attend evening and weekend meetings.
- Can connect and understand the challenges faced by people living in our communities.
- Committed to strong customer service and with a strong tenant/customer focus.
- Access to own vehicle for business use.
- With full UK driving licence.

### Desirable

- Management qualification or training.
- Evidence of further professional development as a business leader.
- Relevant governance qualification.

## Skills and abilities

### Essential

- Leadership skills to inspire and motivate the Executive Team and staff to deliver service excellence.
- Innovative, with a creative and collaborative approach to problem solving and service development.
- Ability to motivate, develop and hold the Executive Team to account.
- First class verbal and written communication skills including report writing, presentation, and public speaking abilities.
- Networking, persuasion and negotiating skills and an ability to promote Grampian and influence key stakeholders.
- Strategic thinker and planner with the ability to identify and exploit business opportunities as they arise.
- Good diplomacy, negotiation and interpersonal skills with the ability to build positive and effective relationships with senior colleagues and staff, Board members, key stakeholders and other external contacts.

### Desirable

- Demonstrates entrepreneurial behaviours and skills to improve business performance.

## Summary of our Employment Terms & Conditions of Service

Grampian offers an attractive benefits package and terms and conditions including: -

<b>Duration</b>	The role of Group Chief Executive is being offered as a permanent full-time contract.
<b>Salary</b>	£115,396 - £117,801 (Entry point £115,396)
<b>Holidays</b>	Annual leave is 37 days including 12 public holidays plus a wellbeing day per annum.
<b>Work/Life Balance</b>	Grampian promotes a work/life balance in relation to working hours. Our standard working week is 35 hours and we operate a flexible working policy where variations to the normal working day may be agreed in advance subject to business needs.
<b>Pension Scheme</b>	Grampian provides a contributory Occupational Pension Scheme 5% employee and 10% employer or 6% employee and 11% employer (unless opted out).
<b>Professional Fees</b>	Membership of a professional body relevant to the role will be paid
<b>Other Benefits</b>	<ul style="list-style-type: none"><li>• No cost Private Medical Insurance</li><li>• No cost 2.5 x Salary Death in Service</li><li>• No cost Employee Assistance Programme</li><li>• Annual health check and flu vaccine at no cost</li><li>• Relocation package</li></ul>