

PERSON SPECIFICATION		
Job Title: Director of Resources		
SPECIFICATIONS:	Essential	Advantageous
Education, Qualifications, Specialist Training:		
1. ACA or equivalent and relevant degree or equivalent.	X	
Experience:		
1. A significant track record of financial management.	X	
2. Knowledge and/or understanding of Social Housing issues or of financial operation in a regulated non-profit (third) sector.	X	
3. Knowledge of managing a treasury function.		X
4. Knowledge of managing VAT matters.		X
5. Management of IT function.	X	
Job Knowledge and Skills:		
1. Ability to operate as advisor on finance matters to the organisation and the board, along with its subsidiaries.	X	
2. Ability to assimilate new ideas and opportunities quickly and articulate and provide advice on the relevant financial considerations.	X	
3. High level of IT literacy and awareness.	X	
4. Ability to ensure the delivery of effective budgets, management accounts, auditor requirements, budget projections, management of assets and		

investments, and detailed costings.	X	
5. A demonstrable understanding of social care organisation and funding sources, and of lending arrangements.	X	
Other Skill Requirement:		
1. Excellent communication and people management skills.	X	
2. Leadership qualities that are consistent with a values driven organisation.	X	
3. Ability to work well under pressure and to organise and prioritise competing requirements.	X	
4. Excellent team working and team leadership.	X	
5. High numeric and written skills.	X	
6. A commitment to the social ethos of the Association and ability to relate to the service users.	X	