

Person Specification for Director of IT Systems

Key Criteria	Essential	Desirable	Evidence
Qualifications and training	<ul style="list-style-type: none"> ▪ Educated to Degree level ▪ Relevant training and qualification 	<ul style="list-style-type: none"> ▪ Willingness to undergo further training and development in leadership and curriculum innovation 	Application/reference/interview
Experience	<ul style="list-style-type: none"> ▪ Substantial experience of leading and/or maintaining IT systems in an educational setting ▪ Evidence based and very positive impact on the effectiveness of a school, college or university IT system 	<ul style="list-style-type: none"> ▪ VLE maintenance and development ▪ Development of hand held technology ▪ Development of cloud technology ▪ Effective training of classroom based staff in all or some of the above ▪ Use of 'Edit Share' Network Server for Apple Macs 	Application/reference
Competence	<ul style="list-style-type: none"> ▪ Good IT knowledge ▪ Strategic understanding of how to develop our IT infra structure ▪ Ability to manage a substantial budget ▪ Positive reflection on practice ▪ Ability to lead, motivate and inspire the IT support team ▪ Effective communication in speech and writing 	<ul style="list-style-type: none"> ▪ A working knowledge of digital media software applications (graphics, web creation, video editing) ▪ Understanding of leadership issues 	Application/interview
Personal qualities	<ul style="list-style-type: none"> ▪ Flexible ▪ Obliging ▪ Creative ▪ “No excuses” ▪ A strong vision of IT improvement ▪ Team Player ▪ Positive attitude ▪ Insightful ▪ Reflective ▪ Enthusiastic ▪ Will support and challenge ▪ A strong desire to develop leadership skills 	<ul style="list-style-type: none"> ▪ Leadership qualities ▪ Great to work with 	Interview/references
Other Requirements	<ul style="list-style-type: none"> ▪ Good record of health and attendance ▪ Smart appearance 		References/interview