

PERSON SPECIFICATION

Executive Director

Experience / Ability / Special Knowledge and Skills / Other Requirements			
	Essential Criteria	Highly Desirable Criteria	Assessment Method
Experience in a senior leadership role, ideally within a small charity, non-profit organisation, or in a comparable setting, where transferable skills have been developed. Demonstrable ability to build and sustain a high-performing, motivated, and engaged organisation, working collaboratively with and reporting to a Board of Trustees or similar.	x		CV,W,I
Direct experience or equivalent/transferable experience in one or more of the following areas - successful campaigning, income generation, membership development and fundraising.	x		CV,W,I
Operational management experience, including financial oversight and organisational systems.	x		CV,W,I
Experience in the environmental sector including national parks and other environmental or nature focussed organisations. This experience may have been gained through employment or volunteering.	x		CV,W,I
Effective public-facing communication skills, both written and verbal, with the ability to influence decision makers, articulate complex issues and engage a variety of audiences.	x		CV,W,I , PQ&A
Passion and enthusiasm, with ambition to drive forward a vision of the future success and effectiveness of Friends of the Dales as a key campaigning charity.	x		CV,W,I , PQ&A
An ability to grasp a range of complex and often competing issues in relation to the challenges and conflicts in the Yorkshire Dales National Park.	x		CV,W,I , PQ&A
Resilience with the ability to handle tension, conflicts and reach consensus.	x		CV,W,I , PQ&A

Experience / Ability / Special Knowledge and Skills / Other Requirements			
Ability to travel across the Yorkshire Dales and surrounding areas to attend meetings, events, and site visits (including occasional evenings/weekends) *.	x		CV,W,I
Ability to interpret policy, planning, and consultation processes relevant to protected landscapes and convert them into credible organisational responses.		x	CV,W,I , PQ&A
Digital confidence: comfortable using data and digital tools (including CRM) to improve supporter engagement, campaigning, and fundraising.		x	CV,W,I
Experience of safeguarding and/or health & safety management in an employment, volunteering and events context.		x	CV,W,I
Evidence of leading organisational change and strengthening systems and capability in an organisation.		x	CV,W,I
Experience of promoting and embedding Equality, Diversity and Inclusion (EDI) in organisational practice, with an understanding of legal and good-practice frameworks.		x	CV,W,I

Method of Assessment:

CV - Application document

W – Written statement

I – Interview

P/Q&A – Presentation/Q&A session

Q – Proof of qualification (certificates or transcripts)

(We reserve the right to assess any other aspects of the role in a format not previously described)