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| Item/Question | Question sheet item | Notes on responses from the candidate |
| 1.Qualification in Community Development or allied social science or suitable proven experience | Check Candidate’s application |  |
| 2.The ability to be the public face of an organisation, with good public speaking, oral communication and interpersonal skills. | N, O, T, |  |
| 8. Demonstrated high level written communication skills (including submission and report writing) effective communication, intermediate to high level computer skills and digital media awareness. | P |  |
| 3.Highly developed skills in problem solving and managing a complex workload, including demonstrated ability to set priorities and delegate responsibilities and tasks. | C, D, F, T, U,  |  |
| 4.Demonstrated working knowledge of community organisations, particularly Neighbourhood Houses and Children’s Services Regulations | A, H  |  |
| 5.Knowledge of Centres within a contestable training market, and extensive knowledge of appropriate networks of such organisations. | B, I, J, L |  |
| 6.Demonstrated ability to lead, manage and develop the Centre’s team, including effective and proven experience in human resource management. | C, D, K,  |  |
| 7.Demonstrated ability to prepare and manage complex budgets and organisational plans. | L, Q, |  |
| 9. Demonstrated ability to work with a Committee of Management. | E, V, U,  |  |
| 10.Excellent stakeholder management skills, including demonstrated ability to work with a wide range of people from diverse backgrounds and with diverse needs, and demonstrated ability to manage challenging behaviours. | R, S, U, K |  |
| 11. Understanding of community development process, and proven experience in working in partnership with other providers and stakeholders. | A, C, D, F |  |
| Other notes |  |  |