

**IPRT EXECUTIVE DIRECTOR**

**ROLE SPECIFICATION**

|  |  |  |
| --- | --- | --- |
| **Person Specification** | **Essential** | **Desirable** |
| **Education, Qualifications, Knowledge and Training** | Candidates must have a minimum third level qualification, preferably in law, social science or human rights, or demonstrably commensurate employment experience. | Knowledge of penal policy and/or prisoners’ rights is desirable, or transferable knowledge in a related area. |
|  | Understanding of the importance of evidence-informed policy and advocacy work. |  |
| **Professional Experience** | Senior management experience in NGO, public, or relevant private sector organisation. | Experience in governance matters. |
|  | Experience in strategic planning, work programme planning and delivery and/or project management. |  |
|  | Experience of advocacy or public affairs | It would be desirable if this was within a social justice, criminal justice or general campaigning environment. |
|  | Experience of public speaking. | Experience of contributing to media, print and/or broadcast. |
|  | Experience of leading, directing and developing a team. |  |
|  | Experience in budget planning, budget operation and reporting. | Experience in fundraising and sustainability. |
| **Person Specification** | **Essential** | **Desirable** |
| **Relevant Competencies, Skills and Strengths** | Strategic thinker with ability to lead a social justice and human rights focused NGO, and deliver on its mission. |  |
|  | Strong organisational abilities including planning, delegation, programme development and delivery. |  |
|  | Excellent written and oral communication and advocacy skills. Ability to serve as the IPRT’s primary spokesperson to the organisation’s varied stakeholders, the media, and the general public. | Robust, resilient and tenacious advocate. |
|  | Strong political understanding and advocacy skills. |  |
|  | Collaborative skills to engage Board members, staff, volunteers and external stakeholders. |  |