



Programme Director - Person Specification

Essential

Background Knowledge & Understanding

- Understanding and knowledge of debating
- Belief in the value of debating as a mechanism for delivering key skills to young people
- Ability and desire to work with young people of all abilities, from a range of ages and often from disadvantaged backgrounds

Organisation & Project Management

- Well organised; able to prioritise and manage time effectively to achieve goals within deadlines
- Project management skills: able to deliver all aspects of a project from start to finish, including tracking, monitoring, review, evaluation and reporting

Communication & Relationship Management Skills

- Able to build and maintain strong relationships at all levels, internally and externally, including:
 - External stakeholders and other third parties
 - Debate Mate colleagues and university mentors
 - Heads, teachers and school administrators
 - Students and young people involved in the programme
- Able to communicate effectively with a range of audiences, both verbally and in writing
- Able to produce written work to a high standard of accuracy
- Strong teaching / training skills:
- Able to effectively carry out the teaching role of a mentor
- Able to promote the programme, recruit and inspire mentors and students to get involved with Debate Mate programmes

Team Working

- Strong team player, willing and able to support other members of the team as required
- Able to lead other team members from time to time when required

IT skills

- Computer literate and proficient in Word, Excel, PowerPoint and email applications
- Strong understanding of social media and different communication methods, and demonstrated experience of using different platforms to communicate with key stakeholders

Desirable

- Experience of competitive debating
- Current or previous experience debating on the national and international debating circuit, and willingness to continue
- Teaching experience
- Experience of working with young people from a range of social groups, particularly those from disadvantaged backgrounds