



## PERSON SPECIFICATION

CEO

October 2025

Knowledge Training and Experience	
Essential	Desirable
<ul style="list-style-type: none"> <li>Proven senior leadership experience in a charity or social care environment.</li> <li>An understanding of neurological conditions.</li> <li>Track record of strategic planning, service development and performance management</li> <li>Financial acumen, including budgeting, reporting and knowledge of income generation.</li> </ul>	<ul style="list-style-type: none"> <li>Knowledge of clinical service management.</li> <li>Knowledge of the legislative environment within which charities operate (Data Protection, etc.)</li> </ul>
Communication & Relationship Skills	
Essential	Desirable
<ul style="list-style-type: none"> <li>The Excellent communication and stakeholder engagement skills</li> <li>Understanding of the needs of people living with long-term conditions and disabilities.</li> <li>Commitment to confidentiality, safeguarding and equality.</li> <li>A compassionate and empathetic manner with tact and diplomacy skills.</li> </ul>	<ul style="list-style-type: none"> <li>Experience in fundraising, partnership development or social enterprise models</li> <li>Lived experience of, or strong empathy with, people affected by neurological conditions.</li> <li>Experience of social media platforms and designing content.</li> </ul>
Analytical & Judgement Skills	
Essential	Desirable
<ul style="list-style-type: none"> <li>Ability to recognise and capitalise on opportunities</li> <li>Ability to take ownership of problems and find sustainable solutions; use innovation to meet challenges</li> </ul>	<ul style="list-style-type: none"> <li>Knowledge of statutory environments.</li> </ul>

Planning and Organising Skills	
Essential	Desirable
<ul style="list-style-type: none"> <li>• Sound time management, prioritisation, organisational, administrative, planning and record keeping skills</li> </ul>	
Management Skills	
Essential	Desirable
<ul style="list-style-type: none"> <li>• Compassionate, values driven and people-centred.</li> <li>• Collaborative and transparent leadership style.</li> <li>• Resilient, adaptable, and motivated by impact.</li> <li>• Strategic thinker with operational practicality.</li> </ul>	
IT and Equipment	
Essential	Desirable
<ul style="list-style-type: none"> <li>• Fully conversant with a range of software packages.</li> <li>• Ability to produce presentations, flowcharts, diagrams and reports</li> <li>• Use of general technology and equipment</li> </ul>	
Other	
Essential	Desirable
<ul style="list-style-type: none"> <li>• Strong ambassador for inclusion, empowerment, and wellbeing.</li> <li>• High level of flexibility, with ability to sometimes work outside of normal working hours</li> <li>• Empathy with and commitment to the values &amp; ethos of the MSTC (NW)</li> <li>• Keen to develop self within the role.</li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>