

**PERSON SPECIFICATION**

<b>Qualifications</b> The successful candidate will;	
Essential	High level of Education
Desirable	Legal Qualification
<b>Skills and Experience</b> The candidate will be able to demonstrate the following:	
	<ul style="list-style-type: none"> <li>• Providing advice</li> <li>• Casework</li> <li>• Committee Servicing</li> <li>• Negotiating</li> <li>• Knowledge of Employment Law</li> <li>• Pensions</li> <li>• Policy Management and Development;</li> <li>• Trade Union Organising Agenda;</li> <li>• Teamwork</li> <li>• Influencing skills</li> <li>• Research skills</li> <li>• Communication skills both verbal and written.</li> <li>• Adaptable and Flexible</li> <li>• Settlement agreements</li> </ul>
Desirable	<ul style="list-style-type: none"> <li>• Teachers Conditions of Service</li> <li>• Teachers Pensions</li> <li>• Education Service</li> <li>• Knowledge of NASUWT</li> </ul>
<b>Personal Attributes</b> The postholder will be:	
Essential	<ul style="list-style-type: none"> <li>• a skilled communicator and negotiator;</li> <li>• adaptable and flexible;</li> <li>• IT literate.</li> <li>• Committed to Trade Unions</li> <li>• Committed to Equal opportunities</li> </ul>