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| **Personnel Specifications** |  |
| 1. **Qualification/Education**
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| * Educated to degree level or other country equivalent
 | **Essential** |
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| 1. **Experience**
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| * Minimum 1 year frontline working experience in Community Development
 | **Essential** |
| * Minimum 1 year experience of policy work, as well as the ability to write effective policy recommendations reports and evaluations
 | **Essential** |
| * Experience of training design and delivery
 | **Desirable** |
| * Experience of local media (print and radio), as well as the ability to write effective press statements
 | **Desirable** |
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| 1. **Knowledge**
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| * Understanding of Good Relations issues
 | **Essential** |
| * Understanding of race equality legislation
 | **Essential** |
| * Understanding of Community Development Principles, values and good practice.
 | **Essentail** |
| * Knowledge of the Traveller Community
 | **Desirable** |
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| 1. **Abilities, aptitudes and skills**
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| * Demonstrated strong planning and organisational skills
 | **Essential** |
| * Demonstrated ability to communicate clearly in both verbal and written English
 | **Essential** |
| * Demonstrated ability to work to deadlines
 | **Essential** |
| * Demonstrated ability to work with groups in an inclusive and participatory matter
 |  **Essential** |
| * Demonstrated ability to work, communicate and liaise with a range of individuals, voluntary, community and statutory agencies
 | **Essential** |
| * Computer literate in Microsoft Office packages and confident in use of range of social media platforms
 | **Essential** |
| * Ability to work independently and use own initiative
 | **Essential** |
| * Excellent time management skills
 | **Essential** |
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| 1. **Personal qualities**
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| * A commitment to Good Relations Issues
 | **Essential** |
| * A commitment to anti-racist policy and practice
 | **Essential** |
| * Resourcefulness and enthusiasm
 | **Essential** |
| * Ability and availability to work flexibly when required to do so
 | **Essential** |
| * An understanding of the need for confidentiality and the need to treat sensitive information with discretion
 | **Essential** |
| * Cultural sensitivity
 | **Essential** |
| * Ability to work well in a team
 | **Essential** |