



RYA SCOTLAND CHILD PROTECTION OFFICER PERSON SPECIFICATION

Attributes	Essential	Desirable	Source of Evidence
Knowledge	Computer literate – preferably Microsoft Office, Word, Excel, Outlook Sound working knowledge of Child Protection	Knowledge of boating Knowledge of Scottish geography	Application Interview
Skills	Excellent interpersonal skills – a good listener and communicator on all levels Ability to deliver presentations to varied audiences (from members of the general public up to senior business managers) Good written communication skills Good organisational skills Ability to manage time effectively	An effective advocate and negotiator Proven people management skills	Application Interview References
Experience	Experience of managing people and projects	Experience of working in a sports/ sailing environment Experience of working in the public sector Experience of working in the disability sector Experience of working with volunteers	APPLICATION INTERVIEW
Qualifications	Under taken the ‘Train the Trainer’ course		Certificate from course
Values/ Qualities	Self motivated – able to work remotely on own initiative Tactful, diplomatic, sensitive and responsive to views of others Flexible and adaptable		Interview References