| **Person Specification – Chair/Deputy Chair of the iIIRG**  |
| --- |
| The Chair and Deputy Chair can be either an academic or practitioner (or a combination). However, in the interest of fairness, one person must possess all the essential criteria.  |

| **Qualifications**  | **Essential** | **Desirable** |
| --- | --- | --- |
| PhD or Professional Doctorate in relevant subject  | ✔For either Chair or Dep. Chair | ✔If Chair has qualification |
| Member of the International Investigative Interviewing Research Group for at least 12 months | **✔** |  |
| **Experience and Knowledge** | **Essential** | **Desirable** |
| Experience of chairing large organisations/committees | ✔ |  |
| Successful work in a research–orientated environment | ✔For either Chair or Dep. Chair | ✔If Chair has experience |
| Publications in high-profile international peer-reviewed journals  | ✔For either Chair or Dep. Chair | ✔If Chair has publications |
| Management and administration of national/international projects | **✔** |  |
| An awareness of the General Data Protection Regulations (GDPR) and Data Protection Laws | **✔** |  |
| Effective written and oral communication skills | **✔** |  |
| Extensive knowledge in the field of investigative interviewing  | **✔** |  |

| **Skills** | **Essential** | **Desirable** |
| --- | --- | --- |
| Ability to effectively prioritise workload to meet organisational deadlines | **✔** |  |
| Well-developed communication skills and interpersonal skills | **✔** |  |
| Excellent IT skills, in particular, Microsoft Office Word (or equivalent) |  | **✔** |
| Ability to work individually and as part of a team | **✔** |  |

| **Key Behaviours** | **Essential** | **Desirable** |
| --- | --- | --- |
| Flexible, adaptable and non-judgemental | **✔** |  |
| Self-motivated and proactive | **✔** |  |
| Determined and resilient | **✔** |  |
| High levels of confidentiality | **✔** |  |
| Committed to the organisation  | **✔** |  |
| Can devote enough time to the organisation  | **✔** |  |
| Capable of handling contentious issues | **✔** |  |
| Capable of collaborating with others | **✔** |  |