



Person Specification

JOB TITLE:	EYSPH SPA Programme Lead
DATE:	July 2026
STATUS:	Final

CRITERIA	Essential/ Desirable	Application	Tasks	Interview	Yetting Checks
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Knowledge and qualifications					
1. Broad, generalist understanding of educational settings	E	✓	✓	✓	
2. A good standard of education including English and Maths	E	✓	✓		
3. A School Business Management or a relevant qualification	D	✓			
4. Ongoing commitment to CPD	D	✓			✓
Experience					
5. Experience of coordinating programme/project delivery.	E	✓			
6. Good understanding of early years practice.	D	✓			
7. Experience working with multiple partners.	E	✓		✓	
8. Experience managing data and reporting.	E	✓		✓	
9. Experience in an Early Years Stronger Practice Hub or similar programme.	D	✓		✓	
Skills and competencies					
10. Strong organisation and coordination skills.	E		✓	✓	
11. Highly developed interpersonal skills	E	✓			
12. Ability to analyse feedback.	E	✓			
13. High attention to detail.	E	✓		✓	
14. Ability to manage deadlines.	E	✓		✓	
15. Excellent problem-solving skills	E	✓			

16. Well-developed IT skills including the ability to develop systems	E	✓			
17. Excellent literacy skills with accurate spelling, punctuation and grammar	E	✓		✓	
18. Experience managing grant claims	D	✓		✓	
Other					
19. Embraces and display the NEAT core value: Aspirational; Collaborative; Inclusive; Innovative; Responsible	E		✓	✓	✓
20. Supportive, flexible and co-operative team member with a positive attitude and commitment to the team. Encourage ideas, initiative and innovation in others	E	✓			
21. No disclosure about criminal convictions, barring or misconduct that is considered to make the candidate unsuitable for this particular role	E	✓		✓	✓
22. No concerns about medical fitness or attendance that is considered to make the candidate unsuitable for this particular role	E				✓
23. Willing to travel between head office and school sites across North East England if required	E	✓			