

Yorkshire Dales Millennium Trust

Person Specification: Programme Director

May 2026



	Essential	Desirable
Experience and Knowledge		
Experience of people leadership and management	X	
Significant experience of leading major projects and/or grants programmes, managing multiple and complex delivery within timeframes and budgets	X	
Working at Board level and/or with Trustees, managing senior volunteers, and of working in a fast-paced environment		X
Experience of partnership/collaborative working. Understands the need to work in partnership to deliver greater impact.	X	
Development of strategies and objectives. Proven track record of delivering programme outputs, outcomes and monitoring and evaluating impact.	X	
Understanding of the current rural environment, climate and biodiversity crisis and how a charity can contribute	X	
Understanding of potential funding sources and stewardship process of securing major income and partnerships		X
Knowledge of Health & Safety Executive legislation, safeguarding and risk assessments	X	
Skills		
A natural networker and ambassador, able to build strong working relationships with organisations and supporters	X	
Highly organised with a proven ability to set and deliver to a high standard consistently with competing and demanding deadlines	X	
Financial literacy and analytical skills, able to present complex budgets at a high level. Understanding of managing multiple funding streams.	X	
Positive, pro-active approach, with an ability to problem-solve and the drive to develop new systems and processes	X	
Personal Attributes		
Creative, Caring, Honest and Enabling	X	
Results orientated approach to work: self-motivated with ability to plan and manage own workload	X	
Enthusiastic, positive and motivational, able to take the team on the journey effectively to deliver in the face of challenges	X	

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Curiosity to learn, develop both yourself and others	X	
Full driving licence	X	
Qualifications		
Educated to degree level in a relevant subject		X
Evidence of continuing professional development	X	