

PERSON SPECIFICATION

Post Title: Head of Communities and Climate Change	Director/Service/Sector: Executive Director (Community Services)	Ref:
Essential	Desirable	Assess by
Knowledge and Qualifications		
Educated to degree level in a business-related subject or equivalent experience. Corporate Membership of an appropriate professional body. Significant knowledge of community development and community engagement. Good knowledge and understanding of a range of climate change and biodiversity issues and sources of environmental data. Full driving licence and access to a vehicle.	A formal qualification in management/business management. Evidence of continuing professional development. Level 4 safeguarding qualification (adults).	App/Int
Experience		
Significant experience of developing internal and external networks/partnerships to achieve specific objectives. Significant experience of community services, locality agenda, health, social care and community development. Experience at a senior level of leading, motivating and managing people to support outcome focussed solutions and challenging, constructively and clearly poor performance and inappropriate behaviour. Experience of working within the field of safeguarding. Experience of developing internal and external networks/partnerships to achieve specific objectives.	Experience of delivering projects from inception to delivery.	App/Int

Skills and competencies		
Political awareness and ability to operate effectively with Elected Members. Ability to provide professional pragmatic advice on all Community Services functions including community safety, climate change, biodiversity, safeguarding and culture. Ability to communicate the benefits and risks of complex programmes to a wide range of stakeholders. Excellent collaborative, and cross-sector partnership working. Excellent team working skills and ability to work effectively with other internal professional teams. Self-motivated with enthusiasm and drive to complete complex projects and achieve results for the Councils and wider community.		App/Int
Physical, mental and emotional demands		
Ability to meet deadlines and work accurately under pressure. Resilience and ability to cope with demanding workload and stakeholder pressure. To have a positive attitude at work and create a positive atmosphere. Some out of hours working (evening and weekends). Politically restricted post.		App/Int

All applicants with a disability who meet the minimum requirements for the role will be given an interview and will be considered on their abilities.

