

BILLINGFORD PARISH COUNCIL – CO-OPTED COUNCILLOR PERSON SPECIFICATION

COMPETENCY	ESSENTIAL	DESIRABLE
Personal Attributes	<ul style="list-style-type: none"> ▪ Proactive and able to solve problems ▪ A good team player ▪ Ability to communicate succinctly and clearly ▪ Measured and approachable 	Can bring a new skill, expertise or key local knowledge to the Council
Experience, Skills, Knowledge and Ability	<ul style="list-style-type: none"> ▪ Ability to pick up and run with a variety of projects ▪ Solid interest in local matters ▪ Ability and willingness to represent the Council and advocate for the community ▪ Good interpersonal skills and able to contribute opinions at meetings ▪ Ability and willingness to work closely with other members and to maintain good working relationships with all members and staff ▪ Ability and willingness to work with the Council's partners (e.g. voluntary groups, other councils, principle authority, charities) ▪ Ability to commission external contractors such as electricians ▪ Ability and willingness to undertake induction training and other relevant training 	<ul style="list-style-type: none"> ▪ Experience of working or being a member of other public body ▪ Experience of working with voluntary and/or local community/ interest groups ▪ Basic knowledge of legal issues relating to town and parish Councils or authorities ▪ Experience of delivering presentations to large groups ▪ Analytical ability and reading/writing reports ▪ Computer literate and familiar with online resources such as District Council website
Circumstances	<ul style="list-style-type: none"> ▪ Ability and willingness to attend meetings of the Council (or meetings of other local authorities and local bodies) at any time, and events in the evening and at weekends ▪ Councillors must attend at least one meeting in any 6 month period 	