

<b>Name of Local Council:</b>		<b>Kirby Grindalythe and Duggleby Parish Council</b>
<b>Description of Office:</b>		<b>Parish Councillor</b>
<b>COMPETENCY</b>	<b>ESSENTIAL</b>	<b>DESIRABLE</b>
<b>Relevant knowledge, Education, Professional Qualifications &amp; Training</b>	<ul style="list-style-type: none"> <li>▪ Sound knowledge and understanding of local affairs and the local community.</li> <li>▪ Other requirements to be specified (this may or may not be applicable).</li> </ul>	<ul style="list-style-type: none"> <li>▪ A levels/Degree level and or</li> <li>▪ Vocation or professional qualification (e.g. accountant, teacher, policeman) may be specified.</li> </ul>
<b>Experience, Skills, Knowledge and Ability</b>	<ul style="list-style-type: none"> <li>▪ Solid interest in local matters.</li> <li>▪ Ability and willingness to represent the Council and their community.</li> <li>▪ Good interpersonal skills.</li> <li>▪ Ability to communicate succinctly and clearly both orally and in writing.</li> <li>▪ Ability and willingness to work closely with other members and to maintain good working relationships with all members and staff.</li> <li>▪ Good reading and analytic skills.</li> <li>▪ Ability and willingness to work with the council's partners (e.g. voluntary groups, other parish councils, principal authority, charities).</li> <li>▪ Ability and willingness to undertake relevant training.</li> <li>▪ Ability to work under pressure.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Experience of working or being a member in a local authority or other public body.</li> <li>▪ Experience of working with voluntary and or local community/ interest groups.</li> <li>▪ Basic knowledge of legal issues relating to town and parish councils or local authorities.</li> <li>▪ Good standard of computer literacy.</li> <li>▪ Experience of delivering presentations.</li> <li>▪ Experience of working with the media.</li> <li>▪ Experience in financial control/ budgeting.</li> <li>▪ HR experience.</li> </ul>
<b>Circumstances</b>	<ul style="list-style-type: none"> <li>▪ Ability and willingness to attend meetings of the council (or the meetings of other local authorities and local bodies) in the evening and events in the evening and at weekends.</li> <li>▪ Flexible and committed to the Council</li> <li>▪ Enthusiastic.</li> </ul>	