

Person Specification

POST:	PLANNING POLICY & ECONOMIC DEVELOPMENT MANAGER	GRADE:	12
DIRECTORATE:	CHIEF EXECUTIVES	POST NO:	

COMPETENCIES (All competencies listed are essential to the post)	METHOD OF ASSESSMENT (Application Form/ Interview/Test)
Working Collaboratively	
Works with our partners and the community to achieve the best outcomes in a seamless way.	Interview
One Team One Council	
Encourage a culture of participation where staff feel empowered and valued.	Interview
Builds effective relationships outside immediate team.	Interview
Creates good customer relationships and demonstrates the highest level of customer care.	Interview
Shares a sense of pride in the work of the Council.	Interview
Communicates effectively.	Interview
Professional and polite and earns the respect of management and colleagues.	Interview
Work Smart	
Ensures public money is spent in the smartest way possible.	Interview
Participates in corporate working to ensure integrated service provision.	Interview
Demonstrates a positive can do approach.	Interview
Embraces a culture of continuous improvement.	Interview
Is accountable and transparent and takes responsibility for own actions.	Interview

COMPETENCIES (All competencies listed are essential to the post)	METHOD OF ASSESSMENT (Application Form/ Interview/Test)
Works flexibly and is receptive to new ideas and different ways of working.	Interview
Demonstrates integrity, honesty and trustworthiness as set out in the Council's Code of Conduct.	Interview
Evaluates and manages operational risk.	Interview
Brings commerciality into everyday thinking.	Interview
Organised in terms of prioritising and completing work.	Interview
Takes responsibility for own personal development.	Interview

QUALIFICATIONS	ESSENTIAL/ DESIRABLE	METHOD OF ASSESSMENT (Application/Interview/Test)
Degree or equivalent and eligibility for Membership of the RTPI.	ESSENTIAL	Application form/Interview
Evidence of continuing professional development.	DESIRABLE	Application form/Interview

SKILLS/KNOWLEDGE/ABILITIES	ESSENTIAL/ DESIRABLE	METHOD OF ASSESSMENT
Thorough knowledge and understanding of current planning legislation.	ESSENTIAL	Application form/Interview
Extensive knowledge and understanding of local government particularly those related to planning, economic development and regeneration and an understanding of current financial issues and their implications.	ESSENTIAL	Application form/Interview
Knowledge and understanding of the relationship between corporate priorities and the delivery of the service.	ESSENTIAL	Application form/Interview
Effective organisational communication, negotiation and advocacy skills, both verbal and written.	ESSENTIAL	Application form/Interview
Effective management, motivation and leadership skills.	ESSENTIAL	Application form/Interview

The ability to coordinate all aspects of front line services within a performance management framework.	ESSENTIAL	Application form/Interview
The ability to successfully manage complex projects, on time and within budgets.	ESSENTIAL	Application form/Interview
Effective personal communications and presentation skills, both verbal and written.	ESSENTIAL	Application form/Interview
The ability to manage and implement change taking account of customer insight.	ESSENTIAL	Application form/Interview

EXPERIENCE	ESSENTIAL / DESIRABLE	METHOD OF ASSESSMENT (Application/Interview/Test)
Extensive experience in Planning including Planning Policy .	ESSENTIAL	Application form/Interview
Experience of advising elected members and senior council officers on strategic issues	ESSENTIAL	Application form/Interview
Experience of effective corporate working.	ESSENTIAL	Application form/Interview
Experience of developing staff through mentoring, coaching etc.	DESIRABLE	Application form/Interview
Experience of preparing and presenting evidence in writing and orally in public.	ESSENTIAL	Application form/Interview
Experience of preparing Planning Guidance.	ESSENTIAL	Application form/Interview
Appearance as expert witness at Public Inquiries.	ESSENTIAL	Application form/Interview
Able to demonstrate a full range of competencies in relation to Planning / Economic Development and Regeneration at a senior level.	ESSENTIAL	Application form/Interview

ADDITIONAL REQUIREMENTS	ESSENTIAL /DESIRABLE	METHOD OF ASSESSMENT(Application Form/ Interview/Test)
Regular and Reliable Service (the Council does not wish to employ individuals who have a poor history of attendance at work where there is no underlying medical reason for the absence)	ESSENTIAL	References

Demonstrate commitment to equal opportunities together with a clear appreciation of equalities issues.	ESSENTIAL	Application Form/Interview
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PREPARED BY: DAVID THOW	DATE: SEPTEMBER 2019
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The Equality Act 2010 - Where appropriate, the duties may be reviewed where an applicant has a disability within the definition of the Act, or an existing employee becomes unable to carry out the full range of duties due to a disability