



# HEADCORN PARISH COUNCIL

## Co-opted Councillor Person Specification

Competency	Essential	Desirable
Personal Attributes	<ul style="list-style-type: none"> <li>• Sound knowledge and understanding of local community.</li> <li>• Forward thinking</li> </ul>	<ul style="list-style-type: none"> <li>• Can bring a new skill, expertise, or key local knowledge to the Council.</li> </ul>
Experience, Skills, Knowledge and Ability	<ul style="list-style-type: none"> <li>• Ability to listen constructively.</li> <li>• A good team player</li> <li>• Ability to pick up and run with a variety of projects.</li> <li>• Solid interest in local matters.</li> <li>• Ability and willingness to represent the Council and their community.</li> <li>• Good interpersonal skills and able to contribute opinions at meetings whilst willing to see others views and accept majority decisions.</li> <li>• Ability to communicate succinctly and clearly.</li> <li>• Ability and willingness to work closely with other members and to maintain good working relationships with all members and staff.</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 induction training and other relevant training</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>• Experience of delivering presentations</li> </ul>
Circumstances	<ul style="list-style-type: none"> <li>• 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.</li> </ul>	

Stefan Christodoulou  
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