

APPENDIX 4

Person specification Director and Head of Service

The Joint Directors and Head of service roles have been developed to provide senior management and leadership across the two authorities.

All candidates will need to demonstrate the key competencies, skills and experience set out in 1-3 below. In the case of Director posts there will be additional requirements:

Additional requirements-Directors

- demonstrate a clear understanding of the changing political, economic and social environment and the ability to respond effectively within tight timescales
- ability to understand and act within the political sensitivities of a democratic organisation
- understand and support the needs, aims and motivations of elected members in a dynamic environment.
- demonstrate the ability to effectively manage the balance between strategic and operational demands
- a successful track record of delivering effective and innovative change within a tight timescale
- ability to manage a balance between risk and innovation
- demonstrate tenacity and resilience under pressure

1. Key Competencies

External focus

- Collaborate and work well with others
- Ability to engage with the community and stake holders
- Ability to deliver customer focused services
- Evidence political sensitivity

Team Focus

- Able to develop talent
- Encourage diversity
- Ability to manage change
- Ability to manage performance and within teams

Individual Focus

- Strategically focused
- Excellent communication and negotiation skills
- Ability to manage a job successfully

Cherwell District Council and South Northamptonshire Council

- A proven record of leadership skills
- Able to demonstrate flexibility and a “can do “ approach
- Ability to clearly demonstrate an understanding of Joint council working

2. Experience, Knowledge, skills and qualifications

- Management experience
- Local authority experience
- Experience in one or more of the functions within the group
- Track record of budget and business planning
- Qualified to degree level or equivalent in at least one of the functions within the group

3. Other Requirements

- In view of the geography of the Joint Council arrangements a valid driving licence is essential
- Own transport