

CROWBOROUGH



TOWN COUNCIL

Council Offices • Pine Grove • Crowborough • East Sussex TN6 1DH
Telephone 01892 652907 • VAT No: 210 4938 90

COUNCILLOR PERSON SPECIFICATION

The table below suggests some essential and desirable skills for candidates:

COMPETENCY	ESSENTIAL	DESIRABLE
Personal Attributes	<ul style="list-style-type: none">• Sound knowledge and understanding of local affairs and the local community• Forward thinking	<ul style="list-style-type: none">• 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 listen constructively• A good team player• Solid interest in local matters• Ability and willingness to represent the Council and their community	<ul style="list-style-type: none">• Experience of working or being a member in a local authority or other public body• Experience of working with voluntary and or local community/interest groups• Experience of staff management

	<ul style="list-style-type: none"> • Good interpersonal skills and able to contribute opinions at meetings whilst willing to see others views and accept majority decisions • Ability to communicate succinctly and clearly • 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, principal authority, charities) • Ability and willingness to undertake induction training and other relevant training 	<ul style="list-style-type: none"> • Experience in building management services • Experience in project management • Experience in planning matters • Experience in financial control and/or budgeting
Circumstances	<ul style="list-style-type: none"> • Ability and willingness to attend meetings of the Council in the evening 	