

CANDIDATE SPECIFICATION
(Essential Criteria)

Appendix B

Chief Executive Officer

	Assessment Method
<p>Experience / Knowledge</p> <ul style="list-style-type: none"> • Experience of delivering major organisational change • Experience of delivering income generation projects • Experience of entrepreneurial and commercial environments • Understanding of Future Model approach • Evidence of building excellent external relationships and partnerships with the private, public and voluntary sectors • Achievement in a senior level leadership / managerial role in a complex organisation • Experience of employee relations in a complex organisation • High level strategic policy formulation • Experience of operating in a senior management team in a complex organisation • Leading organisational and cultural change within a complex organisation • Record of delivering results and organisational improvement • Awareness of the local government environment • Awareness of organisational health and safety 	<p>Application Interview Assessment</p>
<p>Skills and abilities</p> <ul style="list-style-type: none"> • High level of financial literacy • Strategic thinking • Awareness of governance and risk management issues • Politically aware and able to positively manage in a political environment • Highly developed influencing, negotiating and advocacy skills • Highly organised • Analytical and creative problem solving – can think laterally • Negotiation and persuasive skills • Ability to manage and deliver complex projects • Effective and excellent communication skills – both verbally and in writing; be able to communicate a wide range of complex and contentious information with a variety of audiences • Ability to build effective working relationships • Ability to manage organisational change effectively • Entrepreneurial 	<p>Application Interview Assessment References</p>

<ul style="list-style-type: none"> • Innovator 	
<p>Education</p> <p>Evidence of intellectual capacity through one or more of the following:</p> <ul style="list-style-type: none"> • Graduate (or equivalent)/ Professional qualification • Member of an appropriate professional body • High level professional or management development (CPD) 	<p>Application Evidence Interview</p>
<p>Personal Qualities</p> <ul style="list-style-type: none"> • Open, honest with integrity • Able to manage high volumes of work, effectively prioritise and deliver to tight time scales • Ability to keep things moving forward • Decisive - able to make 'difficult' decisions when required • Has empathy with others • Able to take balanced and reasoned decisions • Ability to assimilate and successfully interpret high volumes of complex information quickly and effectively • Proactive – able to foresee consequences of decisions and action and implement risk minimisation • High levels of personal commitment and drive • Personable 	<p>Interview Whole Process Background Check</p>
<p>Leadership Skills</p> <ul style="list-style-type: none"> • Ability to lead, motivate and inspire colleagues from a diverse range of professional disciplines • Lead and build a cohesive senior management team • Effective mentor and coach to other managers • Effective delegator 	<p>Application Interview</p>
<p>Flexibility/Working Practices</p> <ul style="list-style-type: none"> • Able to work some evenings and weekends as required • Able to travel as necessary both within and outside the district • Flexible and adaptable in approach 	