

Recruitment person specification

Post being recruited for: Children's Services Development Officer

Council core competencies

These apply to all posts

These apply to posts with responsibility for managing people or resources

Being customer / client focused

Leading others

Working effectively with others

Managing performance and developing others

Managing change

Political sensitivity

Taking ownership and responsibility

Communicating effectively

Planning and decision making

Managers

1. Specify what the essential requirements are for your vacancy under each category. All candidates that have disclosed a disability must be interviewed if they meet the essential requirements.
2. Specify what the desirable requirements are for your vacancy under each category. Desirable criteria can be used to shortlist candidates if you have a high volume of applicants. However, you cannot use desirable criteria when shortlisting any candidates that have disclosed a disability.

Person specification

Category	Essential	Desirable (not every post needs desirable requirements)
Experience	Substantial experience working within a public sector organisation, with wide ranging experience of family support and / or childcare / education services. Experience working within or supporting front line statutory services. Business, strategic, and operational planning experience Service planning, delivery, and improvement Leading, Developing relationships and workstreams within a public sector organisation.	Ability to evidence a high level of analytical thinking and the ability to collate, analyse, interpret, and present complex information at a strategic level. Ability to lead and coordinate activity involving high-profile and/or sensitive information.
Knowledge, skills and understanding	Knowledge of family support and / or childcare / education services. Communication (written and oral) Problem solving. Data and Performance analysis skills Work independently and use own initiative. Understanding of relationship between policy development at national and at a local level Ability to plan and develop objectives and monitor performance and outcomes. Proficient in Report Writing	Experience and qualification in project management (i.e. Prince 2) Experience of planning and facilitating participation activities

Qualifications and training	Qualified in a relevant discipline or equivalent experience	Educated to degree level / experience relating to a relevant subject area (Health, Social Work, Children's Services)
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Person specification

Recruitment, 17 March 2023

Page **2** of **4**

Job specific requirements	Research and analysis of data and its presentation Working collaboratively with other agencies and professionals Multi-disciplinary working Setting strategic and operational priorities.	
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