Recruitment person specification

Post being recruited for: Capital Gaelic Development Officer (ALS)

Our Behaviours

These apply to all posts

Respect – We're inclusive, we promote equality, we treat people with fairness, understanding and kindness and we consider others in our decisions and actions.

Integrity – We're open and honest, we take responsibility, we build trust and we pull together to do what's right for our residents, colleagues and city

Flexibility – We're open minded, we keep it simple, we adapt to provide great service and find better ways of doing things, and we embrace opportunities for shared working and learning

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	• Strategy development • Project planning and management • Defining and delivering an engagement programme with key stakeholders. • Supports the development and effective maintenance of relationships with a range of internal / external stakeholders. • Managing the varied interests of a diverse range of stakeholders in the delivery of services. • Using feedback and evidence to develop proposals, recommendations and options. • Developing implementation plans.	• Delivering city wide strategy activity gained working within a large and complex environment. • Leading and/or providing significant contribution to the strategic design, development and implementation of shared organisational initiatives.
Knowledge, skills and understanding	• Excellent communication skills • Understanding of unique needs of stakeholders in the design, delivery and implementation of initiatives, adopting a customer-centric approach. • Relevant national and local policy and legislative context • Politically aware, and taking a diplomatic and sensitive approach where required, with knowledge of delivering departmental and organisational objectives within a regulatory, governance, policy and committee centric framework.	• Fluent in written and spoken Gaelic • Knowledge of Gaelic culture • A working knowledge of challenges within the public sector
Qualifications and training	• Qualified to degree level in a relevant discipline or equivalent evidence of experience. • Evidence of continuous professional development.	• Qualifications, professional memberships and training in relation to strategy development or engagement.
Job specific requirements	• Community engagement	