

CO-OPTED COUNCILLOR PERSONAL SPECIFICATION

Essential/Desirable Competencies

1. Personal Attributes:
 - a. Sound knowledge and understanding of local affairs and the local community.
 - b. Forward thinking
 - c. Can bring a new skill, expertise or key local knowledge to the council.
2. Experience, Skills, Knowledge and Ability:
 - a. Ability to listen constructively.
 - b. A good team player.
 - c. Ability to pick up and run with a variety of projects.
 - d. Solid interest in local matters.
 - e. Ability and willingness to represent the council and their community.
 - f. Good interpersonal skills and able to contribute opinions at meetings whilst willing to see others views and accept majority decisions.
 - g. Ability to communicate succinctly and clearly.
 - h. Ability and willingness to work closely with other members and to maintain good working relationships with all members and staff.
 - i. Ability and willingness to work with the council's partners (e.g. voluntary groups, other councils, principal authority, charities).
 - j. Ability and willingness to undertake induction training and other relevant training.
 - k. Experience of working or being a member in a local authority or other public body.

l. Experience of working with voluntary and or local community/interest groups.

m. Basic knowledge of legal issues relating to town and parish councils or local authorities.

n. Experience of delivering presentations.

3. Circumstances:

a. Ability and willingness to attend meetings of the parish council or meetings of other local authorities and local bodies at any time and events in the evening and at weekends.

APPLICATION

FORM FOR THE ROLE OF COUNCILLOR

Send or Email to:
Parish Clerk,
Firsdwn Parish Council,
Cranbourne, White Way,
Pitton, Salisbury, Wilts SP5
1DT
Tel: 01722 712651
email: clerk@firsdwn.org.uk

Full Name	
Home Address and Postcode	
Telephone Number	
Mobile Number	
Email Address	

It is a condition of being a councillor on Firsdwn Parish Council that your phone number and email address (an official email address will be supplied) be made public on parish notice boards and website.

Legal Qualifications for being a Councillor

(To qualify you **must** be able to answer 'Yes' to **both** questions below)

Are you a British Citizen, a Commonwealth Citizen or a Citizen of a European Union country?	Yes/No
Are you 18 or over?	Yes/No

(To qualify you **must** be able to answer 'Yes' to **at least one** of the questions below)

Are you on the Electoral Register for the Parish of Firsdwn?	Yes/No
Have you lived in the Parish of Firsdwn for at least a year?	Yes/No
Have you been the owner or tenant of land in Parish of Firsdwn for at least a year?	Yes/No
Have you had your only or main place of work in the Parish of Firsdwn for at least a year?	Yes/No

Disqualifications

(You **must** be able to answer **No to all** the questions below to be eligible to serve as a councillor)

Are you the subject of a Bankruptcy Restrictions Order or Interim Order?	Yes/No
Have you, within the last five years, been convicted of an offence in the UK, the Channel Islands or the Isle of Man which resulted in a sentence of imprisonment (whether suspended or not) for a period of three months or more without the option of a fine?	Yes/No
Are you disqualified by order of a court from being a member of a local authority?	Yes/No

Please briefly outline of why you are interested in being a councillor.

Charitable sector, business or trade union experience.

A large, empty rectangular box with a thin black border, intended for the respondent to provide their answer to the question below.

Please tell us something about the skills you feel you will bring to the council, for example, professional qualifications, financial or project management expertise.

A large, empty rectangular box with a thin black border, intended for the respondent to provide their answer to the question above.

Are there any questions you would like to ask the council?

Please note that most council meetings are held in the evening and, unfortunately, under present legislation Firsdawn Parish Council is not permitted to contribute to the cost of councillors' childcare or care of their dependants.

Signed.....

Date: