

<b>Name of Local Council:</b>	<b>Lytchett Matravers Parish Council</b>
<b>Description of Office:</b>	<b>Council member</b>

<b>COMPETENCY</b>	<b>ESSENTIAL</b>	<b>DESIRABLE</b>
<b>Relevant knowledge, Education, Professional Qualifications &amp; Training</b>	<ul style="list-style-type: none"> <li>▪ Knowledge and understanding of local affairs and the local community.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Relevant vocation, experience or professional qualifications.</li> </ul>
<b>Experience, Skills, Knowledge and Ability</b>	<ul style="list-style-type: none"> <li>▪ Interest in local matters.</li> <li>▪ Ability and willingness to represent the Council and their community.</li> <li>▪ Good interpersonal skills.</li> <li>▪ Ability to communicate succinctly and clearly both orally and in writing.</li> <li>▪ Ability and willingness to work closely with other members and to maintain good working relationships.</li> <li>▪ Good reading and analytical skills.</li> <li>▪ Ability and willingness to work with the council's partners (e.g. voluntary groups, other parish councils, principal authority, charities).</li> <li>▪ Ability and willingness to undertake relevant training.</li> <li>▪ Ability to work under pressure.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Experience of working or being a member in a local authority or other public body.</li> <li>▪ Experience of working with voluntary and or local community/ interest groups.</li> <li>▪ Basic knowledge of legal issues relating to town and parish councils or local authorities.</li> <li>▪ Good standard of computer literacy.</li> <li>▪ Good standard of numeracy.</li> </ul>
<b>Circumstances</b>	<ul style="list-style-type: none"> <li>▪ Ability and willingness to attend meetings of the council (or the meetings of other local authorities and local bodies) in the evening and events in the evening and at weekends.</li> <li>▪ Enthusiasm for the benefit of the local community.</li> </ul>	