

**RICHMONDSHIRE DISTRICT COUNCIL  
PERSON SPECIFICATION**

**Development Management Team Leader**

**Criteria will be assessed via the submitted application form (A), and  
Interview (I)**

	<b>Essential</b>	<b>Desirable</b>
<b>Qualifications</b>	<ol style="list-style-type: none"> <li>1. Member of the RTPI or demonstrable evidence of working towards membership. (A)</li> <li>2. Educated to degree level in a relevant subject (A)</li> </ol>	<ol style="list-style-type: none"> <li>a. Management training leading to recognised qualification (A)</li> </ol>
<b>Experience</b>	<ol style="list-style-type: none"> <li>3. Relevant post qualification experience with demonstrable achievement in professional work. (A)</li> <li>4. Experience of dealing with Major Planning applications. (A,I)</li> <li>5. Experience of presenting to Planning Committee. (A,I)</li> <li>6. Experience of effectively dealing with elected Councillors. (A,I)</li> </ol>	<ol style="list-style-type: none"> <li>b. Experience of dealing with Strategic Planning applications. (A,I)</li> <li>c. Experience of staff management 1-1's and Appraisals. (A,I)</li> </ol>
<b>Knowledge</b>	<ol style="list-style-type: none"> <li>7. Planning Law and Development Management procedures. (A)</li> <li>8. Development and application of I.T. systems for Development Management. (A)</li> </ol>	<ol style="list-style-type: none"> <li>d. Ability to lead a team of professionals and representing their work to stakeholders. (A,I)</li> </ol>
<b>Personal Aptitudes and skills</b>	<ol style="list-style-type: none"> <li>9. Good analytical, communication and presentation skills, both written and oral, including report writing and the giving of presentations. (A)</li> <li>10. Ability to work to tight deadlines under minimal supervision. (I)</li> <li>11. Ability to work under pressure and manage conflicting priorities (I)</li> <li>12. Ability to produce creative ideas and innovative solutions (I)</li> </ol>	<ol style="list-style-type: none"> <li>e. Personal drive to secure the best outcomes for customers and partners (A,I)</li> <li>f. Willingness to take the initiative and drive through improvements (A,I)</li> </ol>
<b>Disposition</b>	<ol style="list-style-type: none"> <li>13. Demonstrable commitment to equal opportunities (I)</li> <li>14. Ability to be sensitive to the political and organisational nature of public, private and third sector bodies. (I)</li> </ol>	
<b>Other requirements</b>	<ol style="list-style-type: none"> <li>15. Ability to attend meetings and events outside normal working hours (A)</li> <li>16. Possession of a full driving licence and access to a car (A)</li> <li>17. Comply with the Council's policies, including its Equalities and</li> </ol>	

	Essential	Desirable
	Diversity Policy (I)	

Updated January 2018