

Person Specification

DEPARTMENT:	Place and Growth
DIVISION:	Planning & Building Control
SECTION:	Plan Making and Place Shaping
DESIGNATION:	Principal Planning Policy Officer
GRADE:	PO5 – PO6
POST NO.:	DRES_PLA37, PLA***
REPORTS TO:	Head of Plan Making and Placing Shaping

Criteria	Essential/Desirable
PO5	
Qualifications and Experience	
Educated to degree level in a relevant subject and substantial planning experience	E
Knowledge, Skills and Abilities	
Substantial planning policy experience including a thorough understanding of planning procedures, policies and legislation and relevant best practice	E
Experience of stakeholder management in planning policy development including statutory consultees, developers and public organisations	E
Experience of presenting to stakeholders, the wider public and elected Members	E
Experience presenting evidence at Examinations in Public, Public Inquiries, Hearings and in writing	D
Ability to work effectively within the political environment and advise Members accordingly	E
Strong communication skills verbally, in writing and using information technology	E
An ability to work successfully as part of a team and to devise, manage and deliver individual projects	E
Ability to manage staff, resources and individual projects	D
Equal Opportunities	
Understanding of and commitment to the Council's equal opportunities policies and ability to put into practice in the context of this post	E
Understanding of and commitment to achieving the Council's staff values and ability to put into practice in the context of this post	E
Understanding of how to deliver equal opportunities through the planning system	D
PO6 (additional)	
Qualifications and Experience	
Experience of managing/supervising junior staff	D

Knowledge, Skills and Abilities	
Experience of project management and effective work planning	E
Ability to mentor/support junior staff and identify career development opportunities	E
Experience of delivering wider organisational improvements and innovations to ensure a high-quality planning service	E
Experience of providing advice and guidance on complex or high-risk issues and/or an expert point of reference in the team	E
Commitment to continuous professional development and ability to identify own and team's training needs	E