**Job profile**

**Rural Economy Lead (0.5 FTE)**

**Grade K**

**Group:** Communities & Environment

**Service:** Economic Development

**Location:** Civic Centre

**Line Manager:** Economic Adviser

**Car User Status:** Casual

**Job Purpose**

Responsible for the implementation and review of the economic strategy for the rural area, for developing and supporting rural economic partnerships and institutional capacity and influencing, securing and managing rural external funding.

The key measures of success for this post are: satisfaction with the advice and support provided; an increase in our influence on regional and national policy-making; an increase in the effectiveness of rural economic interventions; an increase in funding secured; the successful delivery of rural economic programmes and projects and resultant benefits.

**The key roles of this post will include:**

1. To support the Economic Adviser in the provision of expert advice to officers and councillors and other stakeholders as appropriate to ensure policies, plans and investments meet the economic needs of rural Gateshead
2. Undertaking research and analysis to maintain a comprehensive understanding of the performance of the rural economy and ways to foster growth, including primary research as appropriate
3. Formulating policies and action plans relating to the rural economy, including performance frameworks to measure success, working collaboratively across the council and with partners.
4. To support rural economic institutions, partnerships and groups at a local, regional or national level, representing the council as appropriate.
5. To develop and maintain relationships with local businesses, residents groups, service users and external stakeholders as appropriate e.g. NEFRAN, RGN, LEADER.
6. To influence, secure and manage funding to deliver our priorities, including the commissioning of sub-programmes, projects and services, directly bidding for resources, supporting partners in funding bids and the monitoring of performance
7. To provide advice on the potential economic impact of rural initiatives / investments and support the production of business cases, evaluations etc.
8. Such other responsibilities allocated which are appropriate to the grade of the post

**Knowledge & Qualifications**

**Essential:**

Knowledge:

* Rural economic issues
* National and local strategies relating to the rural economy
* National and regional rural business and employment support structures, systems and services, including the role of public sector funding
* Appraisal and evaluation techniques
* Financial management and monitoring procedures

Experience:

* Providing professional economic advice and analysis at a senior level
* Economic research and analysis and the successful development and implementation of economic policy
* Working in partnership with the private, public and/or third sector to deliver economic outcomes
* Making funding applications and managing funding streams
* Developing, commissioning and delivering economic programmes, projects and/or services
* Using oral and written communication skills to influence people and present complex information clearly and concisely

**Desirable:**

Knowledge:

* Statistics and mathematical modelling
* Portfolio, Programme, Project and Risk management methodologies, tools and techniques

Experience:

* Preparing Business Cases using the Treasury Five-Case Model
* Procurement, contract and supplier management
* Rural economy research and analysis and developing rural economic policy and action plans
* Working in partnership with the private, public and third sector to deliver rural economic outcomes
* Developing and delivering rural economy programmes, projects and/or services
* Making rural economy related funding applications and managing rural funding streams
* Working with local communities

Qualifications:

* A degree or post-graduate degree in economics. Joint or mixed degrees are acceptable, provided that at least 50% of the course modules are in economics
* Project management qualification e.g. Prince 2 or equivalent
* Programme Management qualification e.g. MSP or equivalent

**Competencies**

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| **Customer Focus** | Puts the customer first and provides excellent service to both internal and external customers |
| **Communication** | Uses appropriate methods to express information in a clear and concise way to make sure people understand |
| **Team Working** | Works with others to achieve results and develop good working relationships |
| **Making things happen** | Takes responsibility for personal organisation and achieving results |
| **Flexibility** | Adapts to change and works effectively in a variety of situations |
| **Learning and Development** | Actively improves by developing and applying new skills and knowledge and learns from past experiences |