

Person Specification - Head of Communications, Engagement & Organisational Development

Please note that it is absolutely essential that in your application you give evidence or examples in each of the appointment criteria listed under Part One of the Person Specification. It will also be helpful if you explain your motivation for and interest in applying for this post. At interview, these responses will be further developed and discussed along with elements in Part Two of the Specification

Post:

Part One – shortlisting criteria

Experience - Essential

1. Track record of assisting in the leadership of communications, engagement and organisational development that has delivered successful outcomes through collaboration and enablement of staff, residents and stakeholders.
2. Evidence of playing a role in transformation through leadership, collaboration across an organisation, working with politicians, stakeholders and partners to innovate change.
3. Strong experience of communications and marketing, establishing and maintaining an outward focused organisation which develops colleagues understanding of the political and resident focussed landscape, ideally in the public sector.

Skills, knowledge and aptitude - Essential

5. Developed technical, professional and legislative knowledge and understanding of national policies, statutory requirements, frameworks and accountabilities in relevant fields.
6. Able to work effectively in a political environment with a high degree of political awareness and sensitivity, providing clear professional advice and rationale.
7. Established networks of influence which can be harnessed to support the work of the North of Tyne Combined Authority.

Skills, knowledge and aptitude - Desirable

Understanding of the North of Tyne, it's potential and challenges.

Knowledge of working across Local Government and in particular, Combined Authorities.

Knowledge of Economic Development Inclusive Economy

Part Two - Interview

Skills, knowledge and aptitude - Essential

1. Evidence of an open and collaborative management style which values the contribution of others and motivates and enables them to achieve their potential and make a difference.
2. Able to analyse financial information and complex issues within a political environment utilising an evidence-based approach to understand the issues and work cooperatively, understanding a resident focussed approach.
3. Able to be creative and innovative in delivering outcomes.
4. A clear understanding of a variety of communication methods and platforms - information, consultation, engagement, co-design and coproduction, demonstrating the ability to utilise the right communication in the right way.
5. Excellent written and oral communication, presentation and critical influencing skills that can engage and facilitate collaborative working with a diverse range of audiences.
6. Personal and professional credibility with all stakeholders including residents and staff, partners, providers and elected members that inspire confidence in the North of Tyne Combined Authority.
7. An ambition to make a difference to our residents; naturally inclusive and instinctively citizen focussed.
8. Business acumen, and financial and risk management skills and a track record of transformation to deliver improved value for money and more efficient ways of delivering outcomes.
9. An understanding that internal communications and engagement is for up to 20,000 staff across three local authorities and the innovation to create an appropriate strategy and approach.

At NTCA, we don't just accept difference, we celebrate it, we support it, and we thrive on it for the benefit of our employees, our mission, and our residents. NTCA is proud to embrace diversity and equal opportunity in a serious way. We are committed to building a team that represents a variety of backgrounds, perspectives, and skills. The more inclusive we are, the better our work will be. If you are a member of one of the equity groups, you are encouraged to self-identify, on either your application form, covering letter or resume.

Special Requirements

Able to work whatever hours are reasonable and necessary.

This post is politically restricted.