**Person Specification**

**Job title: Cycle Instructor**

Note to applicant - You should pay particular attention to the essential criteria below and provide evidence of how you consider you meet them as part of your application. Failure to do so may mean that you will not be shortlisted.

Each listed requirement will state how it will be assessed e.g. application form, interview, work-based test and certificate.

| **Essential Criteria** | | **Method of Assessment** |
| --- | --- | --- |
| **Qualifications /**  **Professional Registration/**  **Membership** | Qualified as National Standard Instructor for Bikeability Training OR  Be able to undertake Level 2 Bikeability training to National Standard | Application Form/Interview |
| **Experience** | Knowledge and experience of organising/prioritising and managing of delivery of the Bikeability training or ability to develop knowledge | Application Form/Interview |
| Confident rider of a push bike | Application Form |
| Excellent understanding of the Highway Code, Health and Safety and road users. | Application Form/Interview |
| Good level of administration skills | Application Form/Interview |
| Voluntary work or teaching/training of children of primary school age. | Application Form/Interview |
| **Skills, Knowledge, Ability (including ability**  **to develop knowledge,**  **skill or experience)** | Willingness to complete Level 2 Bikeability Training and online assessments within agreed timeline | Application Form/Interview |
| Able to delight customers, deliver high quality tailored services to meet needs and exceed expectations | Application Form/Interview |
| A willingness to take action and to make decisions in line with support plans, policies and procedures, being resourceful in the face of challenges | Application Form/Interview |
| Takes a long-term view, sets goals, and evaluates the impact of ideas and policy decisions. | Application Form/Interview |
| Seeks and considers the views of others in setting and deciding plans, activities and progress. | Application Form/Interview |
| Establish direction, influence others towards shared goals and empower, inspire and motivate individuals. | Application Form/Interview |
|  | Works at a fast pace, copes well with higher levels of workload. | Application Form/Interview |
| Listens to others to assess requirements in order to respond appropriately and efficiently. | Application Form/Interview |
| Theability to be creative in working through problems and making decisions. | Application Form/Interview |
| **Work Related Circumstances/**  **Values of the Council** | Commitment to Equal Opportunities. | Application Form/Interview |
| Compliance with health and safety rules, regulations, and legislation. | Application Form/Interview |
| Ability to comply with the Councils values of:   * We innovate. * We enable. * We respect. | Application Form/Interview |

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