

## **Person Specification**

<b>Post title</b>	Senior Wellbeing Officer	<b>Grade</b>	G
<b>Department</b>	Regeneration	<b>Post ref</b>	

<b>Competencies</b>	
<i>Please refer to the relevant competency framework for more information about the behaviour descriptors for each competency. All competencies within the relevant framework are applicable to the post and the ones that have prioritised for recruitment are detailed below.</i>	
<b>Competency framework relevant to the post:</b>	<b>Leadership Level 2</b>
	<b>Assessment</b>
Seeing the big picture	Application Form/Interview
Changing and improving	Application Form/Interview
Making effective decisions	Application Form/Interview
Leading and communicating	Application Form/Interview
Collaborating and partnering	Application Form/Interview
Building capacity for all	Application Form
Achieving commercial outcomes	Application Form/Interview
Delivering value for money	Application Form/Interview
Managing a quality service	Application Form
Delivering at pace	Application Form

<b>Skills</b>	<b>Essential / Desirable</b>	<b>Assessment</b>
High level organisational skills	Essential	Application Form/Interview
High level interpersonal and communication skills	Essential	Application Form/Interview
Developed ICT skills	Essential	Application Form
Leadership skills	Essential	Application Form/Interview

<b>Knowledge</b>	<b>Essential / Desirable</b>	<b>Assessment</b>
The health system, including initiatives and programmes	Essential	Application Form/Interview/Test

Performance and Leisure Management	Essential	Application Form
Strategy formulation and implementation	Essential	Application Form/Interview/Test
Funding sources	Essential	Application Form/Interview
Equalities principles and their delivery	Essential	Application Form

<b>Experience</b>	<b>Essential / Desirable</b>	<b>Assessment</b>
Substantial experience in leisure and/or health and wellbeing	Essential	Application Form/Interview
Working with partners and organisations	Essential	Application Form/Interview
Managing Budgets	Essential	Application Form/Interview
Microsoft Office and related packages	Essential	Application Form
Managing people	Essential	Application Form/Interview
Health improvement initiatives and programmes	Essential	Application Form/Interview

<b>Qualifications</b>	<b>Essential</b>	<b>Evidence</b>
Degree or equivalent professional qualification in Health or Leisure	Essential	Application Form

<b>Additional information / other requirements of the post</b>
<ul style="list-style-type: none"> <li>• The postholder is eligible for casual car user allowance.</li> <li>• The post involves driving and so the postholder will be required to undertake relevant DVLA licence checks.</li> <li>• The employee will be required to work out of normal working hours / attend evening meetings / work weekends and / or bank holidays as part of their role.</li> <li>• Support the development and delivery of Corporate Events</li> </ul>

<b>Date produced / last amended</b>
January 2024