

Person specification

Head of Anglia Revenues Partnership (ARP)

Criteria	Attributes
<p>Experience and knowledge</p>	<p>Essential:</p> <ul style="list-style-type: none"> • Corporate leadership and management experience in a diverse (public sector) organisation. • Evidence of recent achievement and success in a senior management and leadership role. • Successful record of strong leadership, delivering performance targets and exercising appropriate controls over resources. • Experience of providing multi-disciplinary team leadership and translating corporate direction and messages successfully to a diverse range of services. • Successful implementation of organisational change in a revenues and benefits environment with multiple stakeholders. • Ability to maximise resources and ensure budgets are managed effectively in a financially disciplined environment, and to identify and seize commercial opportunities as they arise. • Keen political awareness, and experience of and confidence in operating at the political/management interface. • Experience of successful collaborative working with external organisations across the public, private and community sectors. • Evidence of managing fairness, equality and diversity in employment and service delivery. • Thorough knowledge and understanding of the challenges facing revenues and benefits services, local government and the wider public sector and a demonstrable ability to bring your leadership skills to positively address these.
<p>Qualifications</p>	<p>Essential:</p> <ul style="list-style-type: none"> • Full IRRV professional qualification or equivalent revenues and benefits experience at a senior level. • Formal management qualification or equivalent experience. <p>Desirable:</p> <ul style="list-style-type: none"> • Project management qualification

Criteria	Attributes
Competencies	<p>Essential:</p> <ul style="list-style-type: none"> • Make an active contribution to an environment of trust and mutual respect across the councils and with partners. • Ability to envision and translate the bigger picture into clear service direction and lead change. • Ability to get to grips with key revenues and benefits issues quickly even where these are unfamiliar to you and to provide credible leadership in order to contribute to the partner council's priorities, objectives and aims. • Clarity of thought and ability to process complex information. • A customer focused and responsive approach that demonstrates an enthusiasm to engage and consult at a local level to improve revenues and benefits service delivery and customer satisfaction. • Political awareness and demonstrable ability to build effective and appropriate relationships with elected councillors. • Ability to communicate across a range of levels of understanding. • Leadership, influencing, persuading, and negotiating skills. • Partnership and consensus building abilities focussed on delivery. • Ability to inspire and lead others to contribute towards achieving organisational. success • Ability to work in a team with shared objectives.
Personal qualities and attributes	<p>Essential:</p> <ul style="list-style-type: none"> • Self-awareness • Openness and honesty • Personal resilience • Ability to work under pressure. • Probity and integrity • Fairness and consistency
Other	<p>Essential:</p> <ul style="list-style-type: none"> • May involve some evening working

November 2023