



## PERSON SPECIFICATION: Chief Operating Officer

GENERIC COMPETENCIES	
Personal Attributes	Competency Descriptions
<p>Demonstrates self-management in the context of corporate working: is able to manage a challenging workload.</p> <p>Tenacious and resourceful – displays resilience: evidence of being able to deal with conflict.</p> <p>Relishes a challenge and has the persistence to succeed.</p> <p>Is self-aware enough to define potential in relation to own strengths and those areas that are less developed.</p> <p>Takes personal responsibility for ensuring that diversity/equality are respected and acted upon.</p> <p>Challenges the status quo and is able to articulate views persuasively and with confidence; has confidence in dealing with conflict.</p>	<p>Challenges the status quo and is able to articulate views persuasively and with confidence; has confidence in dealing with conflict.</p>
<p>Displays political and contextual astuteness; works successfully in political environments.</p> <p>Demonstrates belief in the importance of democracy and accountability in public services.</p> <p>Understands underlying social and political factors that shape services including reputational issues.</p>	<p>Track record in managing complex relationships.</p> <p>Can articulate where they have applied political nous.</p> <p>Is able to describe how the reputation of the Councils can be preserved and enhanced.</p>
<p>Demonstrates overt commitment to acting with integrity and honesty.</p> <p>Is open and inclusive in respect of leadership style and in relation to communications.</p> <p>Excellent interpersonal and negotiation skills.</p>	<p>Acts as a role model for the involvement of staff, partners and the public, even where this results in challenges to how things are done.</p>
<p>Embraces and manages ambiguity and complexity.</p> <p>Displays intellectual flexibility by exploring options and information from a wide range of sources.</p>	<p>Crystallises key issues from disparate and conflicting information, making sense of complex situations.</p>

<b>Leadership</b>	<b>Competency Descriptions</b>
<p>Is capable of providing transformational leadership and direction as a means of contributing to the development of an organisation based on the 'Best of the Best' principles.</p> <p>Supports others to achieve shared goals.</p> <p>Can provide evidence of working collaboratively with internal and external stakeholders.</p>	<p>Able to provide the strategic leadership that enables and supports transformational and cultural change.</p> <p>Confident in communicating and delivering a shared vision; can articulate ambitions for the Councils into the future.</p>
<p>Can demonstrate the confidence to lead and communicate change.</p> <p>Understands the impact of change and actively supports staff to positively participate in change processes.</p>	<p>Understands that change may have to be radical to achieve improvement.</p> <p>Communicates permission to consider 'non-traditional' options.</p>
<p>Evidence of working successfully as part of a senior management team in previous roles.</p> <p>Is able to demonstrate an ability to create dynamic and capable teams.</p> <p>Motivates teams and individuals to maximise their contributions.</p>	<p>Evidence of developing strategies to improve corporate, team and cross functional working.</p>
<p>Actively develops talent and potential across the workforce.</p>	<p>Spots and develops talent; uses expertise and experience to deliver mentoring and coaching.</p>
<b>Corporate Capability</b>	<b>Competency Descriptions</b>
<p>Is able to contribute to the development of the right culture across the organisation, maximising the benefits of the joint arrangements.</p> <p>Works proactively to maintain a strong corporate top team.</p>	<p>Demonstrates and models strong corporate behaviour that is supportive of the emergent culture.</p>
<p>Recognises the importance of supporting collective leadership through loyalty to colleagues and through working hard to develop shared organisational priorities across the two Councils.</p>	<p>Keeps abreast of developments across the public sector through active involvement in local and national networks.</p>
<p>Ensures robust financial probity through the appropriate management of processes and systems. Drives a value for money culture, including social value. Uses performance data and analysis both internally and externally to inform sustainable decisions. Ensures that the services are sensitive and responsive to different customer needs.</p>	<p>Is able to link investment decisions with the needs of residents/citizens to ensure provision is customer focused.</p>
<p>Has demonstrable experience of establishing partnership models and collaborative networks, applying benefits of shared outcomes.</p>	<p>Can demonstrate experience in maximising the value of a wide range of Partnerships. Evidence of seeking opportunities to create strategic alliances.</p>
<b>Strategic Capability</b>	<b>Competency Descriptions</b>
<p>Is able to clearly articulate purpose and direction through day-to-day leadership and management.</p>	<p>Experience of demonstrating strategic leadership in a range of environments.</p>

<p>Takes action to shape and implement a vision for the future development of services.</p> <p>Understands and identifies longer term/strategic trends and opportunities to improve service delivery.</p>	<p>Can reconcile and reflect the differences between Babergh and Mid Suffolk whilst supporting work in both Districts.</p>
<p>Looks to the longer term, seeking to leave a legacy of improved services.</p> <p>Experience of planning and maintaining business continuity.</p> <p>Defines strategic outcomes, displaying a strong commitment to delivering against performance targets.</p>	<p>Has the ability to maintain a strong focus on strategic thinking and planning.</p>
<p>Experience of undertaking transformational rather than incremental or transactional change to achieve improvement.</p>	<p>Develops and refines vision to focus on achieving strategic outcomes to deliver that vision.</p>

<p><b>Additional Experience and Qualifications</b></p>	<p>Significant local authority and/or public sector experience.</p> <p>Relevant degree/higher degree or equivalent.</p> <p>Extensive management experience at senior level.</p>
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<b>Person Specification</b>	<b>Chief Operating Officer</b>
<b>DATED</b>	<b>March 2024</b>
<b>CREATED BY</b>	<b>Arthur Charvonja</b>