

## PERSON SPECIFICATION

**Job Title: Development Officer, Cornwall CLT Limited**

ATTRIBUTES	ESSENTIAL	DESIRABLE
<p><b><u>Relevant Experience</u></b></p>	<p>Knowledge of the Planning system and Property procurement issues, particularly in rural context</p> <p>Evidence of project delivery - from initial concept to completion</p> <p>At least 2 years' experience and track record in an appropriate relevant / associated part of the property industry</p> <p>An understanding and experience of the development process</p>	<p>Project management and proven track record of delivery from initial concept, through the planning process to delivery</p> <p>Experience of working with public institutions and their governance</p> <p>Experience of working with the RP/Housing Associations/Community Land Trusts sectors</p> <p>An understanding and experience of rentals, property sales and marketing</p> <p>Project management of building projects, development agency, employer's agency, quantity surveying or similar, experience</p> <p>Managing partner /stakeholder client relationships</p> <p>Community development experience</p>
<p><b><u>Education and Training</u></b></p>	<p>Relevant training and experience within the property, construction and project management industries</p>	<p>Appropriate Degree level or professional qualifications; either MRICS or MRTPI</p> <p>Other relevant professional training</p>

<p><b><u>Special Knowledge and Skills</u></b></p>	<p>Project management skills</p> <p>Strong interpersonal /communication skills</p> <p>Financial appraisal and management skills</p> <p>Proven ICT competence and familiarity with the use of Microsoft Office</p>	<p>Community relations and advocacy skills</p> <p>Understanding of Health and Safety, DDA and Equal Opportunities legislation</p> <p>Competence with Pamwin or Proval development tools</p> <p>Knowledge of the governance and management of CLTs</p>
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<p><b><u>Additional Factors</u></b></p>	<p>Self starter, energetic, tenacious and well-motivated</p> <p>Desire to help CCLT and the communities it works with to increase the supply of good quality and genuinely affordable homes</p> <p>Quick learner</p> <p>Good team player</p> <p>Car driver/owner</p>	<p>Experience and/or understanding of housing and the community sector</p> <p>Experience of working with public, trustees and elected members</p>
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May 20<sup>th</sup> 2021