

Link Development Officer

Person Specification

	Essential	Desirable
Skills, Knowledge & Experience (Creativity, problem solving skills & interpersonal skills)	An understanding, relevant skills and experience of project coordination / managements and support in the voluntary, public or community sector	Understanding appropriate community transport legal frameworks
	Able to work effectively within wide ranging partnerships	Understanding of community development
	An ability to research, select and process information	Understanding of rural / transport issues
	Data collection, analysis and report writing	Proficient in conducting training needs and gap analysis
	Public presentation, facilitation and communications skills.	Ability to deliver training sessions, group facilitation work, seminars etc.
	Ability to meet deadlines and manage own workload	
	Ability to work flexible hours	
	Understanding of the issues that rural communities face	
Personal attributes (Initiative, building, relationships, team working, equipment, data etc.)	Ability to travel around the county	
	Good keyboard skills and ability to use Microsoft Word, Access and Publisher, including ability to produce promotional material	
	Good written and verbal communication skills	
	Excellent interpersonal skills	
	Ability to us own initiative and demonstrate perseverance	
	Well organised, confident and self-motivated	
	Adaptable, flexible and creative	
	Good negotiating skills	
	Ability to work independently and as part of a team	

Due to the nature of the work involved, a satisfactory DBS check will be required.