

Role of a Town Councillor: represents the residents in their ward and acts as an ambassador for the community. It can be a rewarding experience and many stand to speak on behalf of their community, to share the future of the town. The below skills, experience, and qualities will help you be a good Town Councillor:

COMPETENCY	ESSENTIAL	DESIRABLE
Relevant knowledge, Education, Professional Qualifications & Training	• Sound knowledge and understanding of local affairs and the local community.	
Experience, Skills, Knowledge and Ability	• Solid interest in local matters. • Ability and willingness to represent the Council and their community. • Good interpersonal skills. • Ability to communicate clearly both orally and in writing. • Ability and willingness to work closely with other members and to maintain good working relationships with all members and staff. • Good reading and analytic skills. • Ability and willingness to work with the council's partners (e.g. voluntary groups, other parish	• Knowledge of HR, procurement, contract management, financial control or risk management and compliance, public relations. • Experience of working in another public body or not for profit organisation. • Experience of working with voluntary and or local community/interest groups. • Basic knowledge of legal issues relating to town and parish councils or local authorities.

	councils, unitary authority, charities). • Ability and willingness to undertake relevant training. • Ability to work under pressure.	• Experience of delivering presentations. • Experience of working with the media. • Experience in financial control/budgeting. • Experience of staff management.
Other requirements	• Ability and willingness to attend meetings of the council (or the meetings of other local authorities and local bodies) in the evening and events in the evening and at weekends. • Flexible. • Enthusiastic.	