



# Person Specification

make the right move - join us



St. Helens Council

Job Title: Design and Conservation Officer

Ref No:

| Knowledge  | E = Essential<br>D = Desirable | Identified by                    |
|--|--------------------------------|----------------------------------|
| Legislation relating to heritage assets and development control process.   | Essential                      | Application Form/Interview       |
| To be familiar with appropriate case law.  | Desirable                      | Application Form/Interview       |
| Knowledge of construction and repair procedures and techniques on historic buildings.                              | Essential                      | Application Form/Interview       |
| An understanding of the fabric and integrity of the historic environment.  | Essential                      | Application Form/Interview       |
| Awareness of comparative costs of different materials, construction techniques and design solutions.               | Essential                      | Application Form/Interview       |
| An understanding of the interrelationship between conservation of the historic built environment and urban design. | Desirable                      | Application Form/Interview       |
| An understanding of both rural and urban conservation issues.  | Desirable                      | Application Form/Interview       |
| Skills and Abilities   | E = Essential<br>D = Desirable | Identified by                    |
| Commitment to raising quality in the built environment.  | Essential                      | Application Form/Interview       |
| Excellent oral and written communication skills.   | Essential                      | Application Form//Interview/Test |
| Practical ability to apply knowledge.  | Essential                      | Application form/Interview/Test  |
| Organisation and presentation of information and records.  | Essential                      | Application Form/Interview       |
| Ability to work to priorities and deadlines  | Essential                      | Application Form/Interview       |
| Ability to work to priorities and deadlines.   | Essential                      | Application/Interview            |
| Ability to negotiate.  | Essential                      | Application/Interview            |
| Ability to work individually and also as a team member.  | Essential                      | Application/Interview            |



# Person Specification

make the right move - join us



St. Helens Council

| <b>Experience</b>  | <b>E = Essential<br/>D =<br/>Desirable</b> | <b>Identified by</b>       |
|--|--|----------------------------|
| Experience of planning and heritage policy formulation and implementation.                 | Essential                                  | Application Form/Interview |
| Experience in development control involving negotiation with developers.                   | Essential                                  | Application Form/interview |
| Experience in preparation and/or implementation of conservation area enhancement schemes.  | Desirable                                  | Application Form/Interview |
| Experience of operating grant schemes or heritage based regeneration programmes.           | Desirable                                  | Application Form/Interview |
| Experience in the survey and appraisals of conservation area.                              | Desirable                                  | Application Form/Interview |
| <b>Qualifications</b>  | <b>E = Essential<br/>D =<br/>Desirable</b> | <b>Identified by</b>       |
| Degree/diploma relating to historic buildings/conservation or working towards              | Essential                                  | Application Form           |
| Membership of RTPI, Institute of Historic Building Conservation or other appropriate body. | Desirable                                  | Application Form           |
| <b>Other Circumstances</b>   | <b>E = Essential<br/>D =<br/>Desirable</b> | <b>Identified by</b>       |
| Willingness to work outside normal working hours occasionally.                             | Essential                                  | Application Form/Interview |
| Clean driving licence  | Essential                                  | Application Form/Interview |