



# Co-opted Member of the Standards Committee

## Background Information

The Standards Committee is responsible for promoting and enforcing high standards of conduct by Members and co-opted Members and assisting Members and co-opted Members to observe the Council's code of conduct.

The Committee comprises 10 Members as follows:

- (i) 5 Members Somerset Council; and
- (ii) up to 5 co-opted community representatives appointed by Somerset Council as non-voting members of which at least 3 should be members of city, town or parish councils in Somerset.

The committee will have the roles and responsibilities set out in the Terms of Reference here: [Part D9 - Standards Committee Terms of Reference \(somerset.gov.uk\)](#)

## Essential Criteria for a Co-opted Member of the Standards Committee

### Essential

- Be a Somerset resident
- Not be an elected member of Somerset Council
- Have no personal or business relationships with any elected members of the Council

## What You Will Be Good At

### Experience, Knowledge and Skills

#### Essential

- An understanding of local government.
- Excellent communication skills, including influencing, negotiating and diplomacy.
- Accurate records keeping.
- Consistency of standards.
- Able to extract the important information from a situation.
- Insight into human behaviour.
- Ability to speak fluent English.
- Able to attend regular meetings of the Standards Committee, usually held in Taunton

#### Desirable

- Experience of using Microsoft Office 365 applications.
- An appropriate education/qualification standard equivalent to NVQ Level 3.

## Personal Attributes

### Essential

- Positive, committed, adaptable, thorough and confident.
- Ability to manage own workload and respond well to deadlines / conflicting demands.
- Customer and communities focused.
- Personal integrity
- Ability to use diplomacy and tact in sensitive / confidential situations

### Desirable

- Ability to prepare and present complex information in a clear and convincing manner.

All disabled applicants meeting the essential criteria will be interviewed.



## What We Will Offer You in Return

<b>Allowance:</b>	An annual allowance of £1,000
<b>Job Satisfaction:</b>	An opportunity to use your skills for the benefit of others.



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Council