

PERSON SPECIFICATION

Rights of Way Officer (Legal Orders & Enforcement)

All the criteria below, both essential and desirable, will be assessed via your application form; further methods will be used to support this in the interview/selection stage should your application progress. Please refer to this document and the job description when completing your application, giving examples. A re-wording of the criteria listed will not guarantee an interview.

Method of Assessment: S - Scenario, I - Interview, P - Portfolio, T - Test, D – Documents

Qualifications and training

Method of Assessment – D, I

Essential:

- Appropriate professional qualifications and/or related degree qualification.
- A good standard of education (5 passes at GCSE level or equivalent).

Desirable:

- HND or degree in Countryside Management or related subject.
- Member of the Institute of Public Rights of Way Officers.

The New GCSE Grading System

- Grades 7-9 are equivalent to the old grades A and A*.
- The bottom of grade 7 aligns with the bottom of grade A.
- Grades 4-6 are equivalent to the old grades B and C.
- The bottom of grade 4 aligns with the bottom of grade C

Experience and knowledge

Method of Assessment – I D

Essential:

- Is articulate, highly motivated and possesses a keen interest in improving recreational access to the Countryside.



- Experience of negotiating and working positively with a wide range of agencies, including landowners, community groups, the general public and other organisations.
- An analytical approach to investigating problems.
- An ability to work accurately with maps.
- Good communication skills.
- Public speaking experience.
- Sound knowledge of windows based IT packages i.e., Word, Excel.

Desirable:

- Experience of working with Geographic Information Systems.
- Experience of working in a customer focused service and of managing complex issues.
- Experience of negotiating with landowners, the general public and other bodies in the sensitive area of Public Rights of Way.

Specialist skills and abilities

Method of Assessment – ***ID***

Essential:

- A working knowledge of Rights of Way legislation and in particular Definitive Map and Enforcement procedures.
- A working knowledge of Definitive Map Modification Orders.

Desirable:

- Experience of Police and Criminal Evidence Act

Personal skills and attributes

Method of Assessment – ***ID***

Essential:

- A proven team worker who takes the initiative and has good interpersonal skills.
- Ability to articulate complex issues verbally and in writing.



- An ability to plan and arrange own work after direction by senior officers.

Fluency Duty

This role is subject to the Fluency Duty under the Immigration Act 2016. The postholder will be required to demonstrate an appropriate level of spoken English where this is a regular and intrinsic part of the role.

This criteria applies in accordance with the statutory [Fluency Duty for public facing roles](#)

Special working conditions

Method of Assessment – ***I D***

Essential:

- Ability to work from home on a regular basis, with the requirement to attend your primary work base as and when required.
- Full driving licence and access to vehicle
- Flexibility to work occasional evenings and weekends as part of the job
- A degree of fitness and ability to cope with bad weather and difficult terrain

