

17. Member Development Champion - Role Description

1. Accountabilities

To Democratic Services Committee.

To Council.

2. Role Purpose and Activities

Key responsibilities are:

- to work alongside the Head of Democratic Services and the Corporate Learning Development Manager in drawing up the Councillor Development Programme and to ensure that appropriate support is available to deliver the programme to members.
- to lead on and actively promote the relevance and importance of the Programme within the Council;
- with the assistance of Members of the Democratic Services Committee to raise the profile of member development within the Council and to actively encourage Councillors to attend training and development events organised for them;
- to consult with colleagues in other authorities and identify areas of good practice;
- to engage with the Welsh Local Government Association who take the lead and support authorities in providing development opportunities for Councillors.
- to informally monitor Councillors' views of the development program and the opportunities provided and attended;
- in liaison with the Head of Democratic Services and the Corporate Learning Development Manager, to monitor the performance, resourcing, relevance and, quality of the development opportunities provided
- To act as an ambassador for the DS committee, facilitating understanding of the Committee's role in member development

Desirable skills include:

- the ability to think strategically;
- good interpersonal skills;
- the ability to communicate effectively;
- a commitment to enhance and extend knowledge and skills across subject areas and cross-cutting issues;
- skills in the use of ICT, including electronic communication;