

**Landscape Architect
Person Specification**

Selection Criteria	Measured By
<i>Grouped under essential and desirable</i>	A) <i>Application Form/CV</i> B) <i>Test/Exercise</i> C) <i>Interview</i> D) <i>References</i> E) <i>Portfolio</i>
Education/Qualifications	
Essential: Qualified to Masters level in Landscape Architecture	A
Essential: Full professional membership of a Chartered Institute – Landscape Institute	A
Experience	
Essential: Demonstrable track record of managing and delivering successfully a range of complex greenspace-type projects delivering a range of benefits and project outputs	A/C/E
Essential: Able to clearly show proficiency in technical specialism from project inception to completion	A/C/E
Essential: Used to working with consultancy briefs and acting as a leader or part of a project team	A/C
Essential: Used to project planning, including using planning tools like critical path analysis	C
Essential: Familiar with monitoring budgets/project spend and payments processes	C
Essential: Good communicator, able to present proposals to specialists and lay people	C
Desirable: Experience of working with communities to deliver project outcomes, including participating in consultations/planning for real, and activities and events associated with the construction phase	A/C
Desirable: Experience of writing project consultancy briefs	C
Desirable: Operating within QA or QM systems	C
Knowledge	
Essential: Good working knowledge of tendering procedures, contract administration and standard conditions of contract (ICE, JCLI etc)	C
Essential: Detailed knowledge of relevant planning, construction and health and safety legislation	C
Essential: Good understanding of design principles and demonstrates awareness of and interest in 'industry' leaders and best practice in specialist field	C
Essential: Good understanding of materials and construction techniques applicable to external, landscape/civils projects	C
Desirable: Understanding of sustainability, social inclusion and environmental justice, greenspace and social forestry	
Desirable: Able to explain what would be required in a consultant's brief.	C
Skills and Abilities	
Essential: Highly developed organisational and project management skills and an ability to anticipate and resolve at an early stage possible project complexities/issues	C

Essential: Self motivated and capable of working on several projects simultaneously to varying levels of intensity and complexity	C
Essential: Ability to manage own time and a varied workload to meet critical dates	C/E
Essential: Ability to supervise consultants and contractors within project delivery providing leadership and support to enhance project outcomes	
Essential: Ability to undertake work of a complex nature which requires Either – detailed and knowledge and skills in a diverse range of specialist disciplines Or – advanced/high level knowledge and skills in a specialism	C/E
Essential: Skilled negotiator with excellent communication skills, written (e.g. reports, letters and minutes) and verbal	C
Essential: Must be able to weigh up issues before making decisions, exercising discretion and/or seeking advice where needed	C
Essential: Highly computer literate (email, documents, spreadsheets and reports)	A/C
Desirable: Used to working with GIS and GPS	A/B
Desirable: Used to working with CAD	A/B
Personal Style and Behaviour	
Essential: Able to command respect of and direct consultants and contractors through technical competence and good interpersonal skills	C/D
Essential: Seen as approachable by colleagues and communities	C/D
Essential: Open, friendly, enthusiastic 'can-do' individual	C/D
Essential: Needs to be able to work flexibly when part of a project team but also confident to lead projects and/or drive forward own specialist areas	C/D
Other	
Essential: Own vehicle	A
Essential: Clean Driving Licence	A
Essential: Requires occasional weekend or evening working	C
Essential: Must be able to make frequent site visits often on rough ground or during the construction phase	A/C