



**Northallerton BUSINESS IMPROVEMENT DISTRICT (BID) Limited
 BID and Town Centre Manager – Person Specification**

Post title	BID and Town Centre Manager Fixed Term Contract until 31 March 2022
Employed by	Northallerton BID Limited
Responsible to	Northallerton BID Limited Board
Qualifications and Experience	<ul style="list-style-type: none"> • A degree in a relevant subject or equivalent experience eg town centre/high street management. • A track record in the development of improvement plan initiatives, delivery of actions and project management. • A strong knowledge of marketing principles would be beneficial.
Knowledge and Expertise:	<ul style="list-style-type: none"> • A track record in partnership working • Awareness of retailers and commercialisation. • Demonstrate a broad knowledge and approach to addressing the key business challenges facing the High Street. • Demonstrate ability to support change related initiatives and to determine what expertise and resources are required. • Business support initiatives.
Skills:	<ul style="list-style-type: none"> • Ability to build relationships through strong interpersonal skills. • Excellent communication skills both written and oral including formal presentations. • Strong organisational and time management skills. • Negotiation and influencing skills. • Well-developed IT skills. • An ability to exercise a high degree of personal initiative and independent action. • An ability to prioritise workloads and to work both flexibly and sometimes to tight deadlines.
Personal qualities:	<ul style="list-style-type: none"> • Confident professional approach. • Highly motivated self-starter able to use their own initiative. • Excellent communicator. • Resilient in face of resistance to change. • Smart appearance • Good timekeeper.
Other requirements	<ul style="list-style-type: none"> • Satisfactory completion of 6 month's probationary service. • Lone working is required as part of this role.