

DAVENTRY TOWN COUNCIL



Vacancy: Chief Officer/Town Clerk
Salary: £62,377 - £70,065 (SCP 50-54)
Annual leave: 24 days holiday plus 3 statutory days and public/bank holidays
Pension: Workplace pension with Aviva (10% Employer-5% Employee)
Hours: 37 per week with evening meetings and weekend work, as required.

Daventry Town Council is seeking to appoint a Chief Officer, who is passionate about working for a community and can lead a team to deliver the strategic ambitions of the council.

Responsibilities

- Provide strategic leadership and direction to the organization, ensuring alignment with overall goals and objectives.
- Foster a collaborative work environment that encourages innovation and teamwork.
- Oversee daily operations, ensuring efficient management of resources and personnel.
- Develop and implement policies that promote organizational growth and sustainability.
- Serve as a key representative of the organization, building relationships with stakeholders and partners.

The successful candidate will have strong leadership skills, be responsible for overseeing both the operational management and strategic development of a diverse range of services as well as seeking continuous improvement to ensure that services reflect the needs of the community.

If you like the sound of this challenge, have experience in working for local government or similar community focussed organisation, ideally CiLCA qualified, we would like to hear from you.

For more information and an application pack, please contact Deborah Jewell, Chief Officer, Daventry Town Council or click on the following link [Vacancies | Daventry Town Council](#)

Closing date for applications is 12th January 2025.

Interviews will take place on Saturday 25th January 2025