

Welford-on-Avon Parish Council.

Recruitment Policy.

The Clerk is the sole employee of the Parish Council and is its Executive Officer.

When the position of Clerk falls vacant it is advertised in the local press, in the parish magazine, on the Parish Council's village notice board and on the Parish Council website.

A recruitment sub-committee comprising three Parish Councillors (including the Chairman) reviews all applications, selects short-listed candidates and conducts structured interviews designed to match candidates against previously agreed criteria including experience, skills, knowledge and qualifications.

The sub-committee reports its findings to the Parish Council and where appropriate recommends a candidate or candidates for appointment by the Parish Council.

Adopted by Welford-on-Avon Parish Council at its meeting on 2nd December 2008