



## Person Specification

<b>Post title</b>	Climate and Energy Officer	<b>Grade</b>	H £34,434.00 to £36,363.00
-------------------	----------------------------	--------------	----------------------------

To be successful in this role you will need to demonstrate how you meet the criteria below at application & interview stage.

Shortlisting Number	Criteria	Method of assessment
<b>Skills, knowledge, experience</b>		
S1	Knowledge of climate change, the causes and strategies that can be put in place to reduce emissions and become net zero.	CV/SS, I
S2	Experience writing professional reports and briefs	CV/SS, I
S3	Experience in influencing policies and strategies	CV/SS, I
S4	Ability to identify grant funding opportunities	CV/SS, I
S5	Identification of new innovative opportunities, developing business cases and making recommendations	CV/SS, I
S6	Ability to undertake research and analyse findings to draw logical conclusions	CV/SS, I
S7	Ability to plan and prioritise workload and resources to meet service targets and objectives	CV/SS, I
S8	Be able to use and develop spreadsheets and data bases	CV/SS, I
<b>Personal attributes and circumstances</b>		
P1	You must adhere to the “Knowsley Better Together” staff qualities; Integrity, Accountability, Communication and Respect	I
P2	Have an interest in responding to climate change and be committed to sustainability	CV/SS, I
P3	Be a trustworthy, valuable member of a team who can work worth the team or independently	CV/SS, I
<b>Communication</b>		
C1	Have effective oral communication with team members and other council services	I
C2	Be confident in writing reports, briefing notes, and policy.	CV/SS, I
C3	Be able to present ideas confidently to an audience	CV/SS, I
C4	Be able to work with other stakeholders including council services, local communities, businesses,	CV/SS, I

January 2026





	and other organisations	
<b>Qualifications</b>		
Q1	Undergraduate level degree in relevant subject e.g., Climate Change, Geography	CV/SS, C
Q2	Continual professional development	CV/SS, I, C

**CV/SS** = Curriculum Vitae/Supporting Statement **A** = Application Form **C** = Certificate **E** = Exercise **I** = Interview  
**P** = Presentation **AC** = Assessment Centre **T** = Test

**Where the post involves working with children, in addition to a candidate’s ability to perform the duties of the post, the interview will also explore issues relating to safeguarding and promoting the welfare of children, including:**

- **Motivation to work with children and young people.**
- **Ability to form and maintain appropriate relationships and personal boundaries with children and young people.**
- **Emotional resilience in working with challenging behaviours.**
- **Attitudes to use of authority and maintaining discipline**

We have a positive attitude to the employment of disabled people and guarantee an interview to those who meet **all** the necessary criteria of the person specification.

January 2026

