



Rutland  
County Council

## Commissioning Officer Commissioning Team

Permanent, full time (37 hours per week)  
Scale SO1, Salary £26,999 - £28,785

**Who we are...** Rutland County Council is the smallest Unitary Authority in England, but just because we are a small team does not mean we cannot make a big difference, multum-in parvo is our motto! Rutland offers fantastic opportunities to make a real difference to the lives of residents in our local community – we really are one of the best places to live, learn, work, play and visit. This is your chance to become part of an amazing team, delivering great services throughout the county.

**Who you are...** Passionate about designing and commissioning quality services which improve outcomes for all of our service users. You are creative and solution-focused, with an eye for detail, great communication skills and the ability to analyse data.

**What we need from you...** You will have experience commissioning services for adults or children, including service design and procurement and an understanding of the needs of vulnerable service users. However, we'd also like to hear from you if you have transferable skills that would suit the role. You are able to work on a range of projects simultaneously and develop positive relationships with colleagues and providers.

The successful applicant for this post will be subject to a standard check by the Disclosure and Barring Service (DBS).

**What we offer in return...** Work that makes a difference to people's lives within this beautiful county, in addition to structured salary reviews, local government pension scheme, discounted access to 'Active Rutland' keep fit activities and Flexi-Time to name just a few!

We act as 'One Council' in all we do, with each of us working together in the most effective way to meet the needs of our customers every day – if you share this ethos then we very much want to hear from you.

**What to do now...** Please visit our website for a full Job Description. For an informal discussion about the role please contact Toni Bawden, Commissioning Manager on 01572 720996 or email: [tbawden@rutland.gov.uk](mailto:tbawden@rutland.gov.uk)

**The closing date for applications will be the 13 June 2019 and interviews will take place on 24 June 2019 - please follow the links to apply online.** Alternatively you can contact one of the HR team for an application pack, email: [recruitment@rutland.gov.uk](mailto:recruitment@rutland.gov.uk) or call 01527 758291.

All recruitment correspondence, including interview details, will usually be sent out via email. If you require documentation/correspondence in an alternative format, please contact the HR team.

Rutland County Council is committed to Equality and Diversity and welcomes applications from all sections of the community. Everyone at Rutland County Council has a responsibility for, and is committed to, safeguarding and promoting the welfare of Children, Young People and Vulnerable Adults and for ensuring that they are protected from harm.

