

Constituency Support Officer - Person specification

Essential

- Ability to build strong, trusted relationships with a range of stakeholders
- Ability to manage a varied workload and competing priorities
- Ability to scope out work, plan and report on achievements
- Experience of handling sensitive/confidential information
- Strong organisational and time-management skills
- Professional, reliable and able to work with empathy.

Desirable

- Excellent communication and interpersonal skills
- Experience of working across differences in culture, ethnicity, age, faith, language, and other backgrounds
- Strong analytical and problem-solving abilities
- Understanding of UK politics and the parliamentary system
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- Willingness/ability to address barriers to engagement.