

## **Non-Aldermanic Sheriff Person Specification**

### Election

To be nominated by 15 liverymen

To be elected by the Livery in Common Hall

### The Role

- To be a key member of the City Civic team and in the delivery of the Civic plan
- To support the Lord Mayor in carrying out his/her official duties, whether that be in the City, elsewhere in the UK or abroad. (This would involve accompanying the Lord Mayor on domestic and overseas visits and participating in high level business meetings where you would be expected to make a positive contribution)
- To be able to undertake a variety of business and public speaking engagements in fulfilment of the Mayoral programme and the City's strategic agenda
- To officiate, together with your fellow Sheriff, at the Central Criminal Court; in particular to host HM Judges and guests at lunch each day (an important ambassadorial role on behalf of the City of London Corporation)
- To take part in and support the Lord Mayor's philanthropic and charitable activities, including proactive fundraising for the Lord Mayor's Appeal and the Sheriffs' and Recorder's Fund
- To attend Livery Company and Guild meetings and events, whether as part of the City Civic Team or in your own right as Sheriff and to promote among the Livery a deeper understanding of the work of the Mayoralty and Shrievalty
- To attend meetings of Common Hall and, with your fellow Sheriff, to conduct its business, in the absence of the Lord Mayor, with the support of the Common Serjeant and other City Officers

### The Commitment

To make the substantial commitment that is required to fulfil the obligations and duties within the Shrieval year (September to September) and to be regularly available at the accommodation provided within the Old Bailey

- You will be expected to reside in the flat provided for you in the Old Bailey;
- You will be expected to attend the full range of Shrieval duties which occupy about 60% of the week, most evenings and an occasional weekend;
- To meet various expenses.

*(NB It is important to state that you do not have to have a spouse / partner / consort to be able to undertake the role as part of the City Civic team although there may be matters such as a person may be able to assist with).*

Experience & Knowledge	Skills	Qualities
<p>Experience likely to command the respect of the Business City eg</p> <ul style="list-style-type: none"> <li>- a record of high achievement in your profession</li> <li>- a broad knowledge of the financial and business City</li> <li>- knowledge of the business issues of the day, such as green finance, the tech sector, energy, infrastructure, etc.</li> <li>- experience of work at board, ministerial or equivalent level</li> <li>- knowledge of how Government, regulators and trade bodies work</li> </ul>	<p>Ability to master complex briefs and argue a case</p>	<p>Honesty and absolute integrity</p>
<p>A record of community, charity or other philanthropic activity</p>	<p>Politically astute</p>	<p>Adherence to the Nolan principles</p>
<p>Experience of developing international business</p>	<p>Strong interpersonal skills / socially at ease</p>	<p>To work with energy and enthusiasm</p>
<p>Knowledge of the history and traditions of the City, its institutions and of the Livery</p>	<p>Diplomatic</p>	<p>Ability to work collaboratively / to work as part of a team</p>
	<p>Good public speaking skills – to suit different audiences, eg technical, social and the media</p>	<p>Ability to build relationships</p> <ul style="list-style-type: none"> <li>- sensitive to cultural and social differences</li> <li>- a good listener</li> <li>- a high level of emotional intelligence</li> </ul>