



# STAFF APPOINTMENTS

TOWN COUNCIL MEETING

REPORT 36/16

13 JUNE 2016

The purpose of this paper is to inform Members of the recent appointments to two posts within the Town Council's staff team.

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**No.    DETAIL**

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**1)    BACKGROUND**

- a) The resignations of two members of staff who were moving on to other employments were recorded in Report 25/16 for the Town Council meeting of 16 May 2016 along with arrangements for their replacement.
- b) The recruitment processes for both the Apprentice in Business Administration and the part-time Youth Worker have now been completed as reported below.

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**2)    APPRENTICE IN BUSINESS ADMINISTRATION**

- a) Nineteen applications were received from young people aged between 16 and 23 with no qualification above Level 3.
- b) Following a shortlisting process, six were invited for interview with a Panel of the Mayor, Clerk and Assistant Clerk on Friday 20 May.
- c) Morgan Williams was unanimously agreed as the preferred candidate and offered the post accordingly. Currently living in Ryde he is completing his studies at the Isle of Wight College and will join us on Monday 27 June.
- d) Morgan has already been enrolled with HTP Training for a Level 3 qualification in Business Administration.

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**3)    PART-TIME YOUTH WORKER**

- a) Eight applications were received by the noon on 6 June deadline from which a shortlist of four was selected and interviews arranged for Thursday 9 June with a Panel of the Mayor, Community Development Officer and a member of the Upper Community Association Committee.
- b) From four strong candidates the Panel agreed to the appointment of Ryde resident Lauren Fry.

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**4)    RECOMMENDATION**

The Town Council is recommended to note these appointments and welcome the two new members of its staff team.

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