



TINA CUNNELL

Town Clerk

DESCRIBE YOUR JOB IN FIVE WORDS...

**VARIED | UNPREDICABLE | BUSY
INTERESTING | SATISFYING**

WHAT DO YOU GENERALLY WEAR TO WORK?

Smart casual.

WHAT ARE THE CHALLENGES?

Finding funding, public perception, developing ways strategic partners can all reach own goals as well as partnership goals.

WHERE DO YOU WORK? THETFORD TOWN COUNCIL

WHAT IS A TYPICAL DAY LIKE?

Update from teams about any overnight issues and what we are doing that day/week. Preparing for committee meetings, updates and actions on projects.

Working with external agencies on new environment projects, working with other councils on projects in Thetford. Answering emails and meetings with strategic partners. Organising events such as Christmas lights switch on.

WHAT DO YOU ENJOY MOST ABOUT YOUR JOB?

Community Projects

What is a general career route for this job?

Administration and finance jobs in local government.
Other project management roles or HR roles.

What qualifications and attributes did you need to get the job?

Resilience, flexibility, adapting at pace.

Business, management and finance qualifications and experience are all beneficial but no set entry qualification.
There are many roles within councils Clerk/CEO is just one.

What tips and advice would you give someone interested in this type of job or career?

Keep up to date with what is happening in your community and get involved with projects to gain experience. Keep a look out on council websites for vacancies.

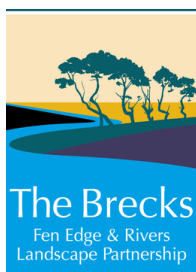
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