[](https://www.lancaster.ac.uk/)

**PERSON SPECIFICATION**

**Decision Theatre Manager**

**Vacancy Ref: 0649-24**

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| Criteria | Essential/ Desirable | Application Form/ Supporting Statements/  Interview\* |
| Experience of line-management, or of managing a team and negotiating/co-ordinating the time and responsibilities of others. | Essential | Supporting  Statements/ Interview |
| Specialist practical knowledge and/or relevant qualification in an area of technical support appropriate to Decision Theatre. | Essential | Supporting Statements/ Interview |
| Excellent communication skills in all modes of communication, including written, verbal, email. | Essential | Supporting Statements *I*  Interview |
| Detailed knowledge of health and safety legislation as it relates to technical support, with experience of planning and  management of risk | Essential | Supporting Statements *I*  Interview |
| Ability to negotiate, hold and manage a budget. | Essential | Supporting Statements *I*  Interview |
| Experience of running and/or managing a technical  department of a similar academic institution | Desirable | Supporting Statements *I*  Interview |
| Experience of the application of current licensing and other legislation as it relates to educational settings and public venues. | Desirable | Supporting Statements |

* **Application Form** - assessed against the application form, curriculum vitae and letter of support. Applicants will not be asked to answer a specific supporting statement. Normally used to evaluate factual evidence eg award of a qualification. Will be "scored" as part of the shortlisting process.
* **Supporting Statements** - applicants are asked to provide a statement to demonstrate how they meet the criteria. The response will be "scored" as part of the shortlisting process.
* **Interview** - assessed during the interview process by either competency based interview questions, tests, presentation etc.