

**PERSON SPECIFICATION**

**Partnership and Communications Manager (The Future of Human Reproduction) (GRADE 7; 0.6FTE; up to 10 months)**

**Faculty of Arts and Social Sciences**

**Vacancy ref: 0793-24**

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| Criteria  | Essential/ Desirable  | Application Form/ Supporting Statements/ Interview\*  |
| A degree in any Humanities or Social Sciences subject \*\* | Essential  | Application Form/Supporting Statement  |
| A postgraduate qualification in any Humanities or Social Sciences subject \*\* | Desirable | Application Form/Supporting Statement  |
| Outstanding communication and interpersonal skills, including the ability effectively to translate and disseminate research for/to a range of different audiences. | Essential  | Application Form/Supporting Statement /Interview |
| Ability to lead the design, development, and delivery of a high-quality communication and partnerships strategy: in particular, one suitable for a research programme of this kind. | Essential | Application Form/Supporting Statement /Interview |
| Experience of working in media and/or press office roles. | Desirable | Application Form/Supporting Statement /Interview |
| Experience of working in/with research teams and/or for/with major research funders. | Desirable | Application Form/Supporting Statement /Interview |
| Commitment to, enthusiasm for, and interest in supporting the Wellcome Future of Human Reproduction project. | Essential | Application Form/Supporting Statement /Interview |
| Ability to work cooperatively and effectively as part of a team and to form, facilitate, and manage productive working relationships with a wide variety of people, both within and outside the university sector. | Essential  | Application Form/Supporting Statement /Interview |
| Experience of successful event organisation and of having been responsible for project-managing particular events. | Essential | Application Form/Supporting Statement /Interview |
| Experience of line managing staff. | Essential | Application Form/Supporting Statement /Interview |

* **Application Form** – assessed against the application form, curriculum vitae and letter of support. Normally used to evaluate factual evidence e.g. award of a PhD. Will be “scored” as part of the shortlisting process.
* **Supporting Statements -** applicants are asked to provide statements 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 competency-based interview questions, tests, presentation etc.

**\*\* Humanities and Social Sciences** subjects would include (but are not limited to) Anthropology, Art and Design, Cultural and Media Studies, Economics, English Literature and Creative Writing, History, Law, Languages and Linguistics, Music, Performing Arts, Philosophy, Politics, Psychology, Religious Studies, Sociology.