

**PERSON SPECIFICATION**

**Vacancy Ref:**

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| **Criteria** | **Essential/ Desirable** | **\* Application Form/ Supporting Statements/ Interview** |
| Relevant degree level qualification | Essential | Application Form |
| Experience of partnership development and collaborative working within and across Higher Education Institutions (HEI), the Public Sector or Private Sector | Essential | Supporting Statements / interview |
| Experience of managing complex projects or programmes within a HEI and/or other relevant organisational settings | Essential | Supporting Statements / interview |
| Excellent organisational skills including experience of leading the planning and delivery of strategically significant events | Essential | Supporting Statements / interview |
| Excellent oral and written communication skills with the ability to build successful working relationships with a diverse range of people including academics, professional staff and external partners | Essential | Supporting Statements / interview |
| Proven ability to quickly understand and communicate the application of University Knowledge Exchange (KE) activity to a range of external partners | Essential | Supporting Statements / interview |
| Knowledge of policy and challenges identified by UK Research and Innovation (UKRI) and wider national strategy and their impact both regionally and nationally | Essential | Supporting Statements / interview |
| The ability to work flexibly and adapt to changing priorities and timescales | Essential | Supporting Statements / interview |
| Willingness to travel to attend national, regional and/or local meetings or events if required | Essential | Interview |
| Established external networks relevant for KE in relation to MARS and related areas (Materials Engineering, Environmental Science, Health, and Cybersecurity) across the University. | Desirable | Supporting Statements / interview |
| Relevant postgraduate or professional qualification and/or professional body membership. | Desirable | Application form |

* **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 as part of their application 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.