**PERSON SPECIFICATION**

**CyberFocus Place Based Impact Acceleration Account (PBIAA) Project Manager**

**Vacancy Ref:**

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| **Criteria** | **Essential/****Desirable** | **\*Application Form/****Supporting Statements/****Interview** |
| Relevant degree level qualification | Essential | Application Form |
| Experience of successful 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 an HEI and/or other relevant organisational settings at an operational and strategic level | Essential | Supporting Statements / interview |
| Excellent organisational skills including experience of planning and delivery of programmes of activity designed to generate impact and innovation with partners, in policy and with the public from university research | Essential | Supporting Statements / interview |
| Demonstrable ability to lead a team that is inclusive, agile and innovative. | 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, specifically applying innovation processes to a wide range of social, technical and business problems | Essential | Supporting Statements / interview |
| The ability to work flexibly and adapt to changing priorities and timescales | Essential | Interview |
| Willingness to travel to attend national, regional and/or local meetings or events  | Essential | Interview |
| Established external networks relevant to the role | Desirable | Supporting Statements/ Interview |
| Experience of communications and marketing strategy including producing promotional material, developing and maintaining web pages, managing social media and more | Desirable | Supporting Statements/ Interview |
| Familiarity with government policy and funding initiatives and technical aspects of innovation in the fields of Cyber Security, National Security and related disciplines | Desirable | Supporting Statements / interview |
| Knowledge of University KE and Research Impact Opportunities  | Desirable  | Supporting Statement / Interview |

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* **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 e.g. 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.