

PERSON SPECIFICATION

Assistant Director: Digital Innovation and Research Services

Vacancy Ref: A2292

Criteria	Essential/ Desirable	*Application Form/ Supporting Statements/ Interview
Good degree and relevant postgraduate qualification (or demonstrable equivalent experience)	Essential	Application Form
Experience of leadership and management in an academic Library environment, with expertise to develop and implement Library strategy effectively across teams	Essential	Application Form/ Supporting Statements/ Interview
Understanding of the policy framework for Open Access, Open Research, Research Excellence Framework and funder compliance requirements	Essential	Supporting Statements/ Interview
Understanding of the policy requirements and best practices in scholarly publishing and Open Research Data and knowledge of UK-SCL and digital preservation	Essential	Supporting Statements/ Interview
Strategic and practical understanding of Bibliometrics and enhancement of citation approaches	Essential	Supporting Statements/ Interview
Advanced technical skills with demonstrable knowledge and experience of information architectures and current trends in library technologies. Good knowledge of digital repository developments, digital asset and research data management and preservation, digitisation, and web-based services	Essential	Supporting Statements/ Interview
The ability to deliver strategic and operational objectives, through successful project management, partnership and policy and procedural change	Essential	Supporting Statements/ Interview
Excellent oral and written communication skills, including the ability to convey complex technical information to a non-specialist audience	Essential	Supporting Statements/ Interview
Highly developed analytical skills and demonstrable problem-solving and decision-making abilities	Essential	Supporting Statements/ Interview
Highly effective interpersonal, influencing, negotiating and team management skills with the ability to represent the Library at a senior level within and beyond the institution	Essential	Supporting Statements/ Interview
Record of innovative and creative leadership, with demonstrated skills in management and supervision, the ability to enthuse and motivate others, and commitment to ongoing development of skills and knowledge for self and others	Desirable	Supporting Statements/ Interview
Experience of working in higher education institution, preferably within a research-intensive organisation.	Desirable	Application form

Ability to demonstrate a strong user and stakeholder focus and an anticipatory, agile, creative and responsive approach to user requirements. A strong interest in the application of technology to enhance service and deliver efficiency.	Desirable	Interview
Knowledge and experience of cloud based infrastructures such as AWS or Azure	Desirable	Supporting Statements
Drive, determination and an agile approach: the ability to work under pressure, prioritise, schedule and balance workloads in the face of changing demands	Desirable	Interview

*

- **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 or presentation etc.