

PERSON SPECIFICATION
Senior Research Development Manager
Vacancy ref: A2549

Criteria	Essential/ Desirable	Application Form/ Supporting Statements / Interview
Educated to degree level or equivalent qualification or work experience in a relevant area.	Essential	Application Form
Substantial experience of research management in HE or a research environment.	Essential	Supporting Statements/interview
Proven track record in writing successful bids/funding applications with a HE dimension or equivalent experience	Essential	Application form/interview
Experience of, and empathy with, research, researchers and research management.	Essential	Supporting Statements/Interview
Detailed and current knowledge of the research funding landscape (Research Council, EU, Government, Charities and other key funding agencies and opportunities).	Essential	Application form/supporting statements/interview
Demonstrable experience of developing strategy, achieving buy-in and leading on implementation.	Essential	Supporting Statements/interview
Proven experience of effective delivery of projects and proposals to deadlines within complex and diverse workload.	Essential	Supporting Statements/interview
Evidence of ability to develop strong relationships and effective interaction with senior staff in universities, commercial and public sector organisations.	Essential	Supporting Statements/interview
Demonstrable leadership qualities and strong interpersonal, communication and influencing skills.	Essential	Interview
Able to work in a team and enthuse and motivate others, achieving results through others without necessarily using line management authority.	Essential	Supporting Statements/interview
IT literate and competent, experience of working with corporate systems.	Essential	Application form/interview
Able to travel independently locally and internationally, including occasional out of hours working. Driving Licence (for use with hire car) or access to vehicular transport.	Essential	Application Form
Postgraduate qualification, or equivalent, in a relevant field, area or discipline.	Desirable	Application Form
Project Management qualification or equivalent CPD record.	Desirable	Application form
Experience of performing and leading your own research in a related discipline.	Desirable	Supporting Statements/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.