

Person Specification
Director of Bespoke Executive Education Programmes
Vacancy Ref: A2702

Criteria	Essential/ Desirable	Application Form / Interview *
A relevant Master's degree	Essential	Application Form
A relevant teaching qualification	Desirable	Application Form
Membership of a relevant professional body	Desirable	Application Form
Successful track record in strategic consulting with external businesses/organisations in order to design development interventions to meet higher level professional and organisational development needs	Essential	Supporting Statement/ Application Form/Interview
Successful track record in building and maintaining collaborative partnerships with external businesses/organisations for the design and delivery of learning and development programmes	Essential	Supporting Statement/ Application Form/Interview
Successful track record in the design and delivery of postgraduate accredited higher education programmes	Desirable	Supporting Statement/ Application
Successful track record of quality management in learning and development	Essential	Supporting Statement/ Application Form/Interview
Successful track record of teaching/ facilitating work-based learning at postgraduate level, including supervising and assessing students' work	Essential	Supporting Statement/ Application Form/Interview
Subject specific knowledge and track record of teaching in areas related to leadership, management, personal effectiveness and learning and development	Essential	Supporting Statement/ Application Form/Interview
Excellent leadership and project management skills, including the ability to innovate and manage change.	Essential	Supporting Statement/ Application Form/Interview
Entrepreneurial skills and also ability to balance enterprise with risk management	Essential	Interview
Ability to think strategically and demonstrate commercial acumen	Essential	Interview
Commitment to own continuing professional development, especially in workbased and blended learning with use of digital technologies	Essential	Supporting Statement/ Application Form/Interview

Willingness to travel and work off campus where required	Essential	Interview
Evidence of the ability to work collaboratively as well as independently to achieve work objectives	Essential	Interview
Evidence of self-motivation, commitment and drive	Essential	Interview
Evidence of flexibility and adaptability to change	Essential	Interview

- **Application Form** – assessed against the application form, curriculum vitae and letter of support. Applicants will not be asked to make a specific supporting statement. Normally used to evaluate factual evidence eg award of a PhD. Will be “scored” as part of the shortlisting process.
- **Supporting Statements** - applicant 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.