

**PERSON SPECIFICATION**  
**Strategic Partner Project Manager (UA92)**  
**Vacancy Ref: A2709**

Criteria	Essential / Desirable	*Application Form/ Supporting Statement / Interview
Educated to degree level or equivalent	Essential	Application Form
Demonstrable understanding of the issues relating to the establishment and ongoing development of collaborative teaching provision with regional and/or international partners	Essential	Application form/ Supporting Statement / Interview
A sound knowledge of student registry systems and processes relating to the full student journey	Essential	Application form/ Supporting Statement / Interview
Evidence of building relationships and working collaboratively and flexibly with internal and external colleagues to achieve objectives	Essential	Supporting Statement / Interview
Experience of developing, implementation and reviewing operational systems and processes.	Essential	Supporting Statement / Interview
Excellent planning and organisation skills	Essential	interview
Ability to work flexibly, managing competing demands and conflicting deadlines	Essential	Supporting Statement / Interview
Demonstrable ability to both work autonomously to achieve agreed objectives and to work collaboratively as part of a team	Essential	Interview
Demonstrable evidence of interpersonal skills including the ability to clearly communicate complex and sensitive information orally and in writing	Essential	Supporting Statement / Interview
Experience of the development and oversight of service level agreements	Desirable	Supporting Statement / Interview
Experience of providing advice and guidance to others, including those at senior level	Essential	interview
Demonstrates cultural awareness and espouses University values and behaviours	Essential	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 Statement** - 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 competency based interview questions, tests and/or presentation.