

PERSON SPECIFICATION
Head of Academic Standards and Quality
Vacancy Ref: A2911

Criteria	Essential / Desirable	*Application Form/ Supporting Statement / Interview
Educated to degree level or equivalent	Essential	Application Form
Demonstrable experience of operating successfully in a highly-regulated, high profile environment and of fulfilling assurance and compliance requirements	Essential	Supporting Statement / Interview
Significant recent experience of managing and motivating a diverse team, using emotional intelligence to deliver innovative and excellent services	Essential	Supporting Statement / Interview
Experience of development and implementation of policies, procedures and regulations relating to UK higher education	Essential	Supporting Statement / Interview
Knowledge and understanding of HE in a global context, including transnational collaborative partnerships	Essential	Supporting Statement / Interview
Demonstrable influencing skills and ability to engender confidence at senior levels	Essential	Supporting Statement/Interview
Evidence of building relationships and working collaboratively and flexibly with internal and external colleagues to achieve objectives	Essential	Supporting Statement / Interview
Strong written and verbal communication skills with ability to express complex ideas to a range of audiences	Essential	Supporting Statement / Interview
Evidence of constructively challenging existing practice and identifying and implementing innovative alternatives with positive results	Essential	Supporting Statement / Interview
Demonstrable ability to analyse and interpret complex datasets and to use data to inform change	Essential	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 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.