

PERSON SPECIFICATION

Forum Editor

Vacancy Ref: A3532

	Essential/ Desirable	Application Form/ Supporting Statements/ Interview *
A higher degree (master's degree or PhD) in the biological sciences	Essential/ Desirable	Application Form/ Supporting Statements/ Interview *
A postgraduate qualification, or demonstrable experience in, communication, journalism or science communication	Essential	Application form
Research experience within the plant sciences, or a related discipline	Essential	Application form/supporting statements
Experience of writing, proof-reading and technical/language editing of (scientific) literature	Essential	Application form/supporting statements
Experience of science communication and community engagement through online initiatives	Essential	Application form/supporting statements
A thorough understanding of recent trends and developments in the field is essential, coupled with the ability to demonstrate a broad interest in plant science research, both within and beyond your speciality.	Essential	Application form/supporting statements/Interview
Excellent organizational and time management skills	Essential	Supporting statements/Interview
Ability to work under pressure to deadlines	Essential	Supporting statements/Interview
Excellent interpersonal, written and oral communication skills	Essential	Application form/interview
The ability to think logically and understand complex ideas and data	Essential	Interview
Effective interpersonal skills including evidence of working collaboratively within a team and providing appropriate guidance for colleagues	Essential	Interview
Good general computer skills, including the ability to adapt to new programs and databases. Intermediate to advanced level user of Microsoft Office software.	Essential	Application form/supporting statements
Experience in quality assurance procedures, records management and supporting	Desirable	Supporting statements/Interview

Prepared to undertake overseas travel and to participate in scientific meetings that may extend beyond the normal working day/week	Desirable	Interview
Flexible/adaptable work attitude, essential within a small and busy office	Essential	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 e.g. 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, presentation etc.