



PERSON SPECIFICATION
DESIGN MANAGER – KNOWLEDGE EXCHANGE
VACANCY REF: A315

Criteria	Essential/ Desirable	Application Form/ Supporting Statements/ Interview*
Experience of developing and delivering innovative knowledge exchange mechanisms	Essential	Application Form/Supporting Statements/Interview
Degree level qualification or relevant experience in project management	Essential	Application Form/Supporting Statements/Interview
Proven ability to engage with a range of stakeholders (academic, creative industries, local business and other stakeholders)	Essential	Supporting Statements/ Interview
Ability to manage the day-to-day running of the PROUD activities, including report writing, financial planning, travel planning, organising meetings	Essential	Supporting Statements/ Interview
Ability to present visual information to a high standard tailored for specific target audiences	Essential	Supporting Statements/ Interview
Effective interpersonal skills, ideally including working collaboratively with designers and some experience of leading a team	Essential	Supporting Statements/ Interview
Experience of the lecturing or supervision of students at post-graduate level	Desirable	Supporting Statements/ Interview
Ability to write in an academic style suitable for journal and conference publication	Desirable	Supporting Statements/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.

The post is fixed term until 31 January 2014 and is co-financed by the European Regional Development Fund and made possible by the INTERREG IVB programme and subject to confirmation of that funding. Candidates must base their application on the relevant job description and person specification.