**Application for the role of Strategic Lead: Thinking, Doing, Talking Science**

**Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

1. **Please provide a one page statement as to how you would approach the role, delivering the priorities as described in the job description.**
2. **Below is the person specification for the above role**

**Please provide a concise summary of each point, giving examples from your experiences, showing how you personally meet the criteria stated below. The completed application needs to be emailed to** **jobs@theoxfordtrust.co.uk** **by 5pm on Wednesday 29th January 2020.**

**QUALIFICATIONS, EXPERIENCE, SKILLS, KNOWLEDGE & BEHAVIOURS**

#### Qualifications and Experience: Essential

1. Experience of successfully developing and managing education/research programmes to primary and/or secondary level students and teachers.
2. Related experience in public engagement with science or science education gained through professional employment or academic outreach.
3. Experience of successfully managing projects, contracts and budgets on the £50,000 - £500,000 scale.
4. Experience of multi-agency working, e.g. developing collaborations between external public/private sector partners.
5. Experience and proven success in forging partnerships and networks with external organisations in the education field, and commissioning required services.
6. Experience of managing people (including remotely) – supervising, supporting and delegating work to others.

#### Qualifications and Experience: Desirable

1. BA or BSc (Hons) or other relevant qualifications in Science, Engineering, Technology or Maths. – State your qualifications to date

#### Skills and Knowledge: Essential

1. An ability to deliver strategic objectives in accordance with financial priorities.
2. Excellent communication skills.
3. Effective financial control and budget management.
4. Strong team working skills demonstrating sensitivity to others’ views and ability to show consideration and empathy.
5. Excellent interpersonal skills in dealing with internal and external parties
6. Excellent organisational and time keeping skills (i.e. ability to undertake work programmes to meet deadlines).
7. Knowledge of Microsoft Office and other relevant computer applications, including the ability to author and maintain web and social media pages.

#### Skills and Knowledge: Desirable

1. Pre-existing contact network in the related fields, especially STEM education.
2. A good understanding of agendas and research relating to STEM education and skills policy and key members of this community nationally.

Signed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_