



PERSON SPECIFICATION

Details on the qualifications, experience, skills, knowledge and abilities that are needed to fulfil this role are set out below.

Job Title: Programme Leader: Summer School

Department: CeDAS

	Essential	Desirable	Tested by (Application form, Interview, Test)
Knowledge, Education, Qualifications and Training			
Educated to PhD level	x		Application Form
Specialist in area taught within the Summer School	x		Application Form
Recognised university teaching qualification		x	Application Form
Skills and/or Abilities			
Able to develop undergraduate modules	x		Application Form/ Interview
Able to lead a team to deliver high level education	x		Interview
Understanding of quality assurance	x		Interview
An empathic, experienced personal tutor	x		Interview
Knowledge of international education/students		x	Application Form/ Interview
Experience			
Taught at undergraduate level	x		Application
Supervision of visiting lecturers	x		Application Form/ Interview
Experience of quality assurance/exam boards	x		Application Form/ Interview
Experience at organising extra-curricular activity		x	Application Form/ Interview
Other requirements			
Able to work some anti-social hours	x		Interview