



## Person Specification

This form lists the essential and desirable requirements needed in order to do the job.

Applicants will be shortlisted **solely** on the extent to which they meet these requirements.

**Job title:** Associate Vice President and Pro-Vice Chancellor (Education)

**Department/Division:** LSE Executive Office

**Accountable to:** Vice President and Pro-Vice Chancellor (Education)

Competency	Criteria	E/D
<b>Knowledge and Experience</b>	Educated to doctoral level, with a social science background and having worked at Professor/Associate Professor level	E
	Strong evidence of a scholarly approach to educational development including demonstrated contributions to higher education development	E
	Evidence of contributing to education within the School, either at a Departmental or institution-wide level, and an understanding of how this aligns with School-wide priorities	E
	Comprehensive knowledge and understanding of education in an HE institution	E
<b>Networking and Leadership</b>	Ability to deputise for the Vice President and Pro-Vice Chancellor (Education) in internal and external settings including international stakeholder engagement	E
	Ability to lead, encourage colleagues and manage stakeholder relationships within a complex organisation	E
<b>Communication</b>	Outstanding verbal and written communication and presentation skills with the ability to convey detailed conceptual ideas to a range of audiences	E
	Excellent interpersonal skills, including the ability to build excellent working relationships with all colleagues as well as external audiences	E
	Ability to engage effectively with academics from diverse social science disciplines	E
	Proficient in chairing committees effectively, ensuring that all voices are heard and respected	E
	Ability to engage constructively with a diverse community to foster an inclusive culture that promotes the School's values and ethos	E
<b>Teamwork and Motivation</b>	Ability to work effectively and collaboratively with SMC and with senior staff in departments and service areas	E



	Ability to lead, motivate, nurture and capitalise on the complementary skills sets of colleagues across the School	E
	Ability to prioritise and delegate effectively	E
<b>Planning and Organising</b>	Ability to make a strong contribution to the development of planning of the LSE's Education Strategy and delivery at the School-wide level	E
	Ability to organise and manage delegated education strands ensuring that deadlines are met	E
<b>Service Delivery</b>	Responsible for delivering agreed objectives set by the Vice President and Pro-Vice Chancellor (Education)	E
	Commitment to working with and encouraging equality and diversity across the School	E
	Ability to respond quickly and flexibly to different needs and priorities in the LSE's Education Strategy	E
<b>Initiative and Problem Solving</b>	Proven ability to deal with complex issues and having the ability to provide expert advice when required	D
	Proven ability to solve complex problems and take decisions	E
<b>Decision making</b>	Ability to make decisions with significant impact, acting on behalf of the Vice President and Pro-Vice Chancellor (Education), autonomously or collaboratively as required	E

**E – Essential: requirements without which the job could not be done.**

**D – Desirable: requirements that would enable the candidate to perform the job well.**