



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 or demonstrate an aptitude to develop the characteristics in-post.

Job title: Research and Innovation Evidence Manager

Department/Division: LSE Research and Innovation

Accountable to: Deputy Director of Research and Innovation

Competency	Criteria	E/D
Education	Educated to honours degree or equivalent qualification and evidence of strong intellectual and analytical skills, or equivalent experience	E
	A postgraduate research degree, ideally PhD, or equivalent qualification, ideally in a social sciences discipline	D
Experience	Experience of leading and working successfully in and across close-knit teams	E
	Experience of working with managers at senior levels and dealing successfully with senior researchers and decision-makers	E
	Experience of qualitative and quantitative methods to deliver institutional or research on research and innovation projects	D
	Experience of supporting translational research	D
	Knowledge of effective research support and knowledge exchange approaches across the full range of research and innovation	D
Knowledge Understanding	In-depth knowledge of the UK or other advanced translational funding landscape and external factors affecting institutional funding policies and practices	E
	An understanding of effective development and knowledge exchange approaches across the full range of research and innovation	E
	An ability to provide guidance and support in different settings, including delivery to large audiences	E
	Good understanding of data analytical and interpretation skills, employing management information and research insights to inform decision-making	E



Planning and organising resources	Experience of mobilising resources within an organisation to deliver research and innovation projects and programme	E
	Experience of developing project management framework and previous project implementation experience	E
	Experience of managing different, complex and rapid turnaround projects simultaneously	D
Teamwork and Motivation	Experience managing informal teams, such as project development teams and delivery of objectives in these informal teams.	E
	Evidence of motivating and mentoring others to take on high-profile projects and technical tasks	E
	Ability to work autonomously and deliver priorities to deadlines	E
Communication	Excellent interpersonal, relationship management and networking skills, including demonstrated ability to build consensus and effective relationships with a range of stakeholders	E
	Excellent written and oral communication skills	E
	Experience developing relationships within a complex organisation in order to facilitate collaboration and communication to deliver shared priorities	E
	Proactive and entrepreneurial approach and communication style, able to deliver to large audiences	E
Skills and abilities	A clear understanding of the role of professional services and a strong commitment to delivering a high quality professional service.	E
	Skilled in creative thinking to generate innovative solutions to problems and ideate new opportunities to support the research and innovation infrastructure	E
	Ability to craft complex objectives and outcomes into a sound and deliverable strategy, and a track record of successful delivery against a strategic plan	E
	Conscientious and hard-working, demonstrable attention to detail	E
	General IT skills including use of standard software packages	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.