



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: Editor, LSE Impact Blog		
Ref no.:		
Department: Communications Division		Manager: Social Media Manager
Criteria	Evidence	E/D
Education	A BA/BSc degree or equivalent	E
	A Masters degree in the social sciences, humanities, or communication	D
Knowledge and Experience	Thorough understanding of debates and innovations in academic communication, measuring academic impact, non-traditional academic outputs, open access, and knowledge exchange.	E
	At least two year's worth of experience using WordPress blogging platform and social media tools such as Facebook and Twitter.	E
	Experience of writing for blogs or publications with an academic audience.	E
	Good understanding of the use of social media within universities, think tanks, research groups and government.	E
	Experience of organising events	D
Communication	Editing experience and close attention to detail.	E
	Strong commitment to readable, high quality written communication and accessible presentation of academic discussions.	E



	<p>Ability to communicate effectively and confidently in both spoken and written communication</p> <p>Understanding of reputation risk and when to refer potentially controversial material to the Advisory Board.</p> <p>Commitment to excellence in professional communication and to promoting engagement with social science.</p>	<p>E</p> <p>D</p> <p>D</p>
Teamwork and Motivation	<p>Ability to work independently, and manage the blog on a daily basis.</p> <p>The ability to work as part of the large Communications Division team and contribute to group projects</p> <p>Strong organisation and planning skills to ensure a steady flow of blog posts, working with a variety of contributors</p> <p>Examples of having organised own work and met deadlines in accordance with guidelines given by manager</p>	<p>E</p> <p>E</p> <p>E</p> <p>E</p>
Service Delivery	<p>The ability to be very well organised and able to monitor and progress many tasks reliably and efficiently in order to ensure deadlines are met.</p>	<p>E</p>
Investigation, analysis and research	<p>Ability to evaluate and analyse which blog post topics and social media updates prove popular with followers and readers</p>	<p>E</p>

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

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