

PERSON SPECIFICATION

Open Book Futures Accessibility and Library Engagement Manager

Vacancy reference: 1148-23-R

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| **Criteria** | **Essential/ Desirable** | **\*Application Form/ Supporting Statements/****Interview** |
| Educated to degree level or equivalent qualification, or workexperience in a relevant area. | Essential | Application form |
| Knowledge of how to ensure scholarly content responds to accessibility requirements for users with diverse needs (e.g. WCAG standards) | Essential  | Supporting Statements /interview |
| Knowledge of the library environment in higher education, including a good understanding of discussions around OpenAccess publishing and open access/research. | Essential | Supporting Statements / interview |
| Excellent organisational skills including experience of planningand delivery of events. | Essential | Supporting Statements /interview |
| Experience of working with and influencing a range of stakeholders across higher education, including academicresearchers. | Essential | Supporting Statements / interview |
| The ability to work with stakeholders to explore and evaluate options for new services or activities and makerecommendations. | Essential | Supporting Statements / interview |
| Excellent communication skills, with the ability to express complex issues clearly in writing and verbally and put forward acompelling case for novel approaches. | Essential | Supporting Statements / interview |
| Proven ability to work collaboratively to deliver high quality work within tight deadlines, prioritising tasks and engaging effectively with others. | Essential | Supporting Statements /interview |
| Knowledge of the UK open monographs market | Desirable | Supporting Statements /interview |
| Experience in implementing accessibility standards and requirements for online/written content | Desirable | Supporting Statements /interview |
| Previous experience of university library processes related to supporting Open Access publishing and/or acquisitions | Desirable | Supporting Statements / interview |
| Experience of communications and marketing including producing promotional material, developing and maintaining web pages,managing social media. | Desirable | Supporting Statements/ Interview |

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* **Application Form** – assessed against the application form, curriculum vitae and letter of support. Applicants will not be asked to answer a specific supporting statement. Normally used to evaluate factual evidence e.g. award of a qualification. Will be “scored” as part of the shortlisting process.
* **Supporting Statements** - applicants are asked to provide a statement to demonstrate how

they meet the criteria. The response will be “scored” as part of the shortlisting process.

* **Interview** – assessed during the interview process by either competency based interview questions, tests, presentation etc.