

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: Widening Participation (WP) LSE CHOICE Summer School Course Director

Department/Division: Widening Participation

Accountable to: WP Officer

Criteria	E/D
Knowledge and Experience	
Teaching experience	E
Undergraduate/Postgraduate qualification in a relevant subject	E
An awareness of Widening Participation in Higher Education	E
Experience of Widening Participation in Higher Education	D
Previous experience of working with young people	E
Awareness of child protection issues	E
Communication	
Excellent presentation/teaching skills and ability to use various teaching methods in order to actively engage participants	E
Experience in communicating effectively with internal/external contacts	E
Ability to convey and present material in an interesting, accessible manner	E
Teamwork and Motivation	
Ability to lead, supervise and direct a small team	E
Ability to work within the wider context of the WP Summer School	E
Ability to demonstrate a degree of flexibility and adaptability	E
Planning and Organising	
Capacity to develop and deliver a week long, engaging summer school	E
Ability to work independently, organising own workload	E
Ability to meet conflicting deadlines in a timely manner	E
Liaison and Networking	
Ability to liaise with internal/external contacts to promote WP Summer schools	E
Ability to identify and procure suitable members of academic staff that could contribute to the summer school programme	E
Ability to liaise with external contacts to plan and organise a trip off campus	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.