

Person Specification

Title: Project Co-ordinator – Pioneering Funding Through New Governance Models

Key purpose of role: To carry out research and consultation, working with two consultants to identify and evaluate an innovative third sector governance model for museums which embeds multi-stakeholder engagement and ownership and to develop a sustainable fundraising strategy and practice.

The post holder should

- Promote with the ideals, values and principles of the co-operative movement and their application within the movement and beyond.
- Recognise co-operative education as a contribution to adult lifelong learning.
- Wish to work creatively as part of a progressive and dynamic team delivering education for the UK and international co-operative movement.

Attributes	Essential	Assessed via	Desirable	Assessed via
Education / Training	<ul style="list-style-type: none"> • Mathematics and English to GCSE standard. 	A / Q	<ul style="list-style-type: none"> • Qualification in museum or heritage related discipline 	A / Q
Relevant experience	<ul style="list-style-type: none"> • Three years' experience of project management. • Work in the museum or heritage sector. • Outreach work with diverse communities. • Design of research questions, interpreting data and producing reports. • Working collaboratively. 	<p>A / I</p> <p>A / I</p> <p>A / I</p> <p>A / I</p> <p>A / I</p>		

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Attributes	Essential	Assessed via	Desirable	Assessed via
Relevant Abilities, Skills and Knowledge	<ul style="list-style-type: none"> • Knowledge of research methodologies. • Use of social media 	A / I	•	
Special Requirements				

Key	
A	Application Form
I	Interview
Q	Qualifications check
T	Test

Person specification prepared by:	Cilla Ross and Gillian Lonergan
Date:	17 April 2015