

#66 Project Manager/ Curator - Eden Arts - Person Specification

Criteria	Essential	Desirable	Method of Assessment
Qualifications and Education	Educated to degree level or equivalent level of work experience in a directly relevant subject area.		Application
Experience and knowledge	<p>A high level of understanding of and significant experience of project and event management in the culture OR commercial sector.</p> <p>A high level of understanding and experience of creating and delivering high quality arts and culture projects and events.</p> <p>Experience of working with and supporting artists.</p> <p>Experience and knowledge of delivering events safely.</p> <p>Experience of generating new creative ideas for projects and making them happen.</p> <p>Experience of budget management.</p> <p>Experience of partnership/ stakeholder/ funder management and partnership working.</p> <p>Experience of managing people.</p>	<p>Up-to-date knowledge of the arts and culture sector including policy, strategies, funding regimes, local government agendas.</p> <p>Experience and knowledge of PR, marketing and social media, how best to use it to engage a wide demographic of audiences, stakeholders and partners</p> <p>Experience of creating and implementing marketing and engagement strategies.</p>	Application and Interview
Skills	<p>Excellent communication skills.</p> <p>Excellent written skills.</p> <p>IT savvy.</p> <p>Ability to organise, collate and evaluate projects.</p> <p>Highly skilled at task prioritisation.</p>		Application and Interview

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Attitude	<p>A commitment to taking action to improve the diversity and inclusivity of the organisation.</p> <p>Demonstrable commitment to the mission and values of the organisation.</p> <p>Creative thinker.</p> <p>Open to change.</p> <p>Highly organised.</p> <p>Collaborative.</p> <p>Enjoys a fast-paced environment.</p> <p>Able to work alone - self-motivated and disciplined.</p> <p>Enjoys working with a wide range of people.</p>		Interview