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| **Person Specification:**  These are the skills, experience and qualifications required to undertake the role. | |
| Essential | Desirable |
| * Relevant experience in project management, including a portfolio of previous successful projects * Excellent interpersonal skills, both written and verbal * Ability to work with different partners and stakeholders to build a positive rapport * Experience in line managing and managing contracts * Ability to work on their own initiative * Demonstrate a professional and personable manner * Understanding of public funded project requirements * Ability to solve problems and effect solutions * High levels of confidentiality and discretion | * Degree level qualification in relevant subject * Understanding of working with a community * Experience of developing visitor and marketing strategies * Work effectively in a small team * Understanding of Health and Safety * Experience in grant claim management |

**PERSON SPECIFICATION:**