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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
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**PERSON SPECIFICATION:**