

PERSON SPECIFICATION

Job Title:	BE Hub Centre Director	Grade:	
Division/Section:		Date:	May 2026
Prepared by:	Euan Black		
Designation:	Deputy Principal		
Reviewed by:	Carrie Lynch		
Designation:	HR Manager		

1. Skills and abilities:

No	Description	Method of Assessment
	<p>Essential</p> <ul style="list-style-type: none"> • Strong leadership and organisational skills. • Excellent communication and interpersonal skills. • Ability to interrogate and challenge information robustly. • Extensive awareness of developing industry partnerships and relationship management • Excellent awareness and previous successful involvement in innovative practice across the sector. • Ability to adapt quickly and flexibly to new demands and change, encouraging and harnessing development ideas and innovation from industry. • Proficiency in project management and strategic planning. • Strategic and creative thinker. 	<p>Interview Interview/Presentation</p> <p>Interview</p> <p>Application Form/Interview Application Form /Interview</p> <p>Interview</p> <p>Application Form</p> <p>Interview</p>
	<p>Desirable:</p> <ul style="list-style-type: none"> • Ability to manage budgets and financial planning. 	<p>Application Form</p>

2. Education and Experience

No	Description	Method of Assessment
	<p>Essential</p> <ul style="list-style-type: none"> • A relevant Postgraduate degree. • Relevant industrial/commercial experience with a proven track record in business development • Experience of contributing to strategic planning. • Leadership experience in either an education or related public, private or third sector context. • Experience in fostering partnerships between academia and industry. • Significant experience in business development, and entrepreneurship. • Experience in developing and operating an integrated digital marketing presence. 	<p>Application Form Application Form</p> <p>Application Form /Interview Application Form</p> <p>Application Form/Interview Application Form/Interview Application Form/Interview</p>
	<p>Desirable:</p> <ul style="list-style-type: none"> • Professional certifications in business or enterprise. • Experience of managing and leading staff in the development of innovative practice in an educational context • Experience in managing research projects and securing funding. • Knowledge of key sectors / stakeholders in the Moray regional economy. • An awareness of the challenges and opportunities faced by Small and Medium Enterprises (SME) 	<p>Application Form</p> <p>Interview</p> <p>Application Form</p> <p>Application Form/Interview</p> <p>Interview</p>

3. Accuracy and Initiative

No	Description	Method of Assessment
	<p>Essential</p> <ul style="list-style-type: none"> • Initiative in relation to policy review and development • An innovative approach to work methods • Confidence to take important decisions and back own judgement. 	<p>Application Form/Interview Interview Interview</p>
	<p>Desirable:</p>	

4. Personal Attributes

No	Description	Method of Assessment
	Essential <ul style="list-style-type: none"> • Commitment to excellence and to the development of a systematic approach to continuous improvement. • Ability to engage stakeholders in meaningful ways to drive value for both the stakeholders and the Business Enterprise Hub • Ability to manage a significant workload and lead teams in a fast-paced transformational environment • Creative and entrepreneurial mindset that actively seeks out meaningful new opportunities and creative and financially viable approaches to address them • Strong problem-solving skills and adaptability. • Enthusiasm for promoting business enterprise and entrepreneurship. 	Interview Application Form/Interview Application Form/Interview Interview Application Form/Interview Interview
	Desirable: <ul style="list-style-type: none"> • Passion for mentoring and supporting students and staff. • Visionary thinking and ability to drive strategic initiatives. 	Interview Interview

5. Other Requirements

No	Description	Method of Assessment
	Essential <ul style="list-style-type: none"> • Commitment to the strategic values of UHI Moray. • Ability to work flexibly to meet the needs of the organisation • Commitment to and experience of furthering and embedding equality and diversity matters • Ability to work safely in an educational environment 	Application Form Application Form Interview Interview
	Desirable:	