

Professional & Managerial Grade 8 promotion criteria

The criteria below set out what you need to do to demonstrate you meet the entry level to grade 8. Please address all of the criteria in section A and choose three of the criteria within section B.

Please read the document called Guidance for Promotion to Grade 8 before completing the application form.

Section A

Please describe how you meet **all** criteria in this section, using examples as appropriate.

A1	You communicate complicated or specialist information that would not usually be easily understood by people outside your area of expertise
A2	You contribute to shaping the strategic plan for your function and lead the delivery of this within your own team or specialism
A3	You liaise with people outside your area to generate ideas and influence events or decisions
A4	The decisions that you make or are involved in have an ongoing impact on a broad area
A5	You put long-term plans in place to make sure your team or area meets strategic objectives, managing and monitoring the successful delivery of these
A6	You participate in complex problem solving where the chosen solution will have a broad impact on related activities or issues, and may set precedents that could affect future decisions

Section B

Please explain how you meet **three** of the six criteria in this section, using examples as appropriate

B1	You initiate, develop or lead groups or networks to share ideas and identify ways to improve how things are done
B2	You identify what research or analysis is required to investigate complex ideas or situations and ensure that any potential impact on related activities or issues are considered
B3	You support the welfare of staff or students using University support mechanisms, referring on to specialist parties as appropriate
B4	You share your knowledge and expertise to develop other team members
B5	You undertake staff reviews for the members of your team and use these to identify training needs and agree with the person how these could be met
B6	You deliver training or briefings to share specialist knowledge with people outside your team, planning what you want them to learn and how you will deliver this

Notes for applicants: All staff are expected to operate in line with the University values and standards