# Shortlisting questions for Education Capital Strategy Manager

## Guidance for applicants

As part of your application, you will need to provide answers to some shortlisting questions.

Do not send this document as a separate attachment. You will answer these questions on the online application system.

Your answers to the shortlisting questions are the most important part of your application. They will be used in the shortlisting process to assess whether:

* you meet the essential requirements for the role set out in the person specification
* you should be offered an interview.

Before you start your application, please read our guidance on [completing the application form](https://www.brighton-hove.gov.uk/jobs/council-jobs/application-form-guidance) and [on answering shortlisting questions](https://www.brighton-hove.gov.uk/jobs/council-jobs/shortlisting-questions-guidance). These give important advice which will increase your chance of success in the shortlisting process.

These are the questions you will be asked in the online application for this role. Do not answer them on this document. Instead, add your answers in the boxes that will appear as you go through the online application process.

1. Please describe your knowledge and experience of devising and agreeing a capital programme within a local authority, and ideally education context. What are the most important aspects to consider?

2. Please explain your understanding of how Local Authority schools are funded and who is responsible Health and Safety and statutory building related matters.

3. What are the implications of key legislative and regulatory frameworks for a Local Authority, when disposing or changing the use of school land and buildings?

4. Strong interpersonal skills are required in this role in order to influence others and build effective relationships. Please explain how you ensure your communication style is inclusive and accessible?

5. This role requires good problem-solving skills and a focus on solutions. Please give an example of when you’ve developed an innovative solution to a complex building or accommodation issue that met desired outcomes and was legally compliant.

6. Please describe your experience of leading multi-disciplinary teams, particularly how you include, motivate others and apply the values of equality and diversity?