



STEP Technical Research Infrastructure Manager **(Fixed term contract up to 3 years)**

Background and Introduction

DCU launched its Strategy for Research and Innovation in June 2013. DCU sets out to be recognised internationally as a globally engaged research-intensive university of enterprise that is distinguished by its focus on translation of knowledge to societal and economic benefits. DCU aims to align its research activities to address selected 'grand challenges' of national and international importance. To do so, and based on its areas of academic excellence, DCU is organising its research and innovation activities into a matrix structure comprising four 'research and enterprise hubs' that closely match key areas identified by the national Research Prioritization exercise and in Horizon 2020. For further detail on the Research and Enterprise Hubs please refer to *Appendix 1*.

The key objectives of the Research & Enterprise Hubs are:

- To define DCU's research areas where we have unique capabilities and target these capabilities to big societal challenges;
- To integrate our technology platforms with our health research to enhance our ability to holistically address societal issues;
- To discover what problems industry need to be solved, engage with them and solve them;
- To drive research at the interfaces of the Hubs;
- To support funding applications from staff;
- To support staff's interactions with Enterprise.

In order to achieve these ambitious objectives, the university wishes to recruit for the key position of STEP Research Technical Infrastructure Manager.

Duties and Responsibilities

The STEP Technical Research Infrastructure manager will report directly to the Director of the Science and Technology Platform (STEP).

Working closely with the Director of STEP, the STEP Technical Research Infrastructure Manager will:

- Oversee the installation and maintenance of key capital equipment items into DCU's research facilities.
- Work with the Director of STEP to integrate new equipment and facilities into the overall university plan for sustainable research infrastructure.
- In consultation with research centre directors and the Director of STEP, ensure laboratory space, office space and equipment, instrumentation is made available to new and active projects.
- Develop a comprehensive inventory of all research infrastructures on campus and work with the STEP Research Administration Manager, the centre directors, school heads and technical staff in designing an access programme to research infrastructure that can be budgeted appropriately into research proposals.
- Coordinate the integration of equipment suites and implement structured access policies in accordance with the University Research Strategy to establish accessible Core Research Facilities.
- Liaise with the Faculty Facilities Managers to ensure the effective day to day operation of research facilities.

- Agree with the STEP Working Group a list of prioritised research facilities and develop and implement a plan to ensure such facilities are maintained to required standards; identify a mechanism for the inclusion of 'new' facilities and the removal of outmoded facilities from this list.
- Contribute to the development a database of research infrastructure accessible by potential industry partners and other collaborators.
- Liaise with the Hub Directors in order to market the facilities outside of DCU to the relevant markets (industrial and academic).
- Promote to and manage engagement with industry, users and stakeholders who wishes to avail of facilities/services, including managing the provision of the series (i.e. quotes, invoices, payment).
- In consultation with the STEP Director develop a long term sustainability plan for the maintenance of DCU research infrastructure.
- In consultation with the STEP Director and Hub Directors, develop a strategy to raise DCU's profile as a key National Infrastructure Hub through:
 - Research Infrastructure Proposals to H2020;
 - Coordinate proposals for any SFI infrastructure calls.
- Work with the STEP Manager/Awards team to leverage resources where possible from external research funds to support the technical team and the technical infrastructure.
- In consultation with the STEP Working Group and the STEP Director, manage the Equipment Maintenance Fund.
- Engage with the Campus Space Management Group regarding space maintenance and space management related to research equipment in campus.
- Engage with staff and faculties regarding access to equipment and facilities for structured training and teaching activities, for example through intensive hands-on courses for structured training for postgraduate students/PDs, and as revenue generating courses for industry up-skilling.

Qualifications and Experience

Applicants should have minimum qualification honours science/engineering degree. An MBA or Master in Management or a PhD in Science or Engineering would be a distinct advantage. Applicants should also have a minimum of 5 years relevant experience. The successful candidate will ideally have an in depth understanding of the research environment together with proven ability to develop teams.

Closing Date: 21st March 2014

Salary scales: €54,331 - €83,023
€48,898 - €74,903*

*Applies to new entrants to the public sector after 01 January 2011
Appointment will be commensurate with qualifications and experience

Note: Remuneration Policy for Permanent Staff

Where a permanent staff member is promoted to a higher level post which is fixed term in nature, remuneration will be by way of the following: salary is calculated on the basis of the more favourable of (i) the difference between the current point of scale and the 1st point of the higher scale OR (ii) a double increment calculated by reference to the staff member's current point of scale and the previous/next point of scale x 2, depending on their point of scale.

Application forms are available from: <http://www4.dcu.ie/hr/vacancies/current.shtml> and from the Human Resources Department, Dublin City University, Dublin 9. Tel: +353 1 700 5149; Fax: +353 1 700 5500 Email: hr.applications@dcu.ie

Dublin City University is an equal opportunities employer

Appendix 1 - STEP Technical Research Infrastructure Manager

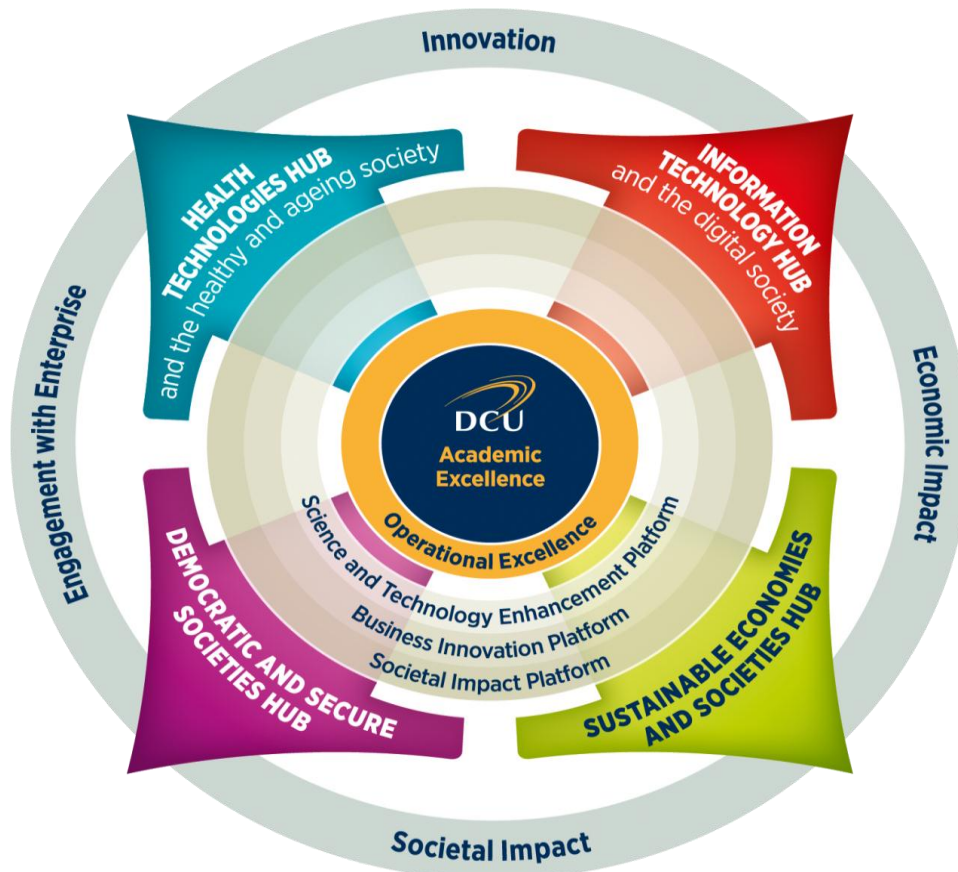
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- Health technologies, and the healthy and ageing society;
- Information technology and the digital society;
- Sustainable economies and societies; and
- Democratic and secure societies

and three cross-cutting support platforms:

- the societal impact platform;
- the business innovation platform;
- and the science and technology enhancement platform



The key objectives of the Research & Enterprise Hubs are:

- To define DCU's research areas where we have unique capabilities and target these capabilities to big societal challenges;
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- To support funding applications from staff;

- To support staff's interactions with Enterprise.

The key objective of the cross cutting platforms is to support the hub in specific activities:

The Science and Technology Enhancement platform is structure which aims at

- 1) Achieving operational excellence in the following aspects:
 - Administration of Research Centres;
 - Research project management and administration;
 - Management, development and sustainability of DCU technical research infrastructure.
- 2) Enhance our research in technology platform disciplines in order to position DCU as the partner of choice for collaborative research in the national and the international stage both within academia and industry markets.