



Research & Innovation Support
Research & Enterprise Hubs
Research Funding Diversity Officer
(Fixed term contract up to three years)

Background

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:

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

As part of this strategy, DCU is in the process of setting up specific and ambitious targets for success in Horizon 2020 for each of the Hubs in collaboration with the Hub Directors. To ensure the correct support structure is in place in reaching these ambitious targets the University now wishes to appoint a Research Funding Diversity Officer.

Duties and responsibilities:

Reporting to the Hub Directors and working closely with the STEP Operations Manager, the Research Funding Diversity Officer will:

- Develop a detailed knowledge of the research activity, expertise and facilities in the associated Research & Enterprise Hub
- Liaise with Research Support staff to ensure up-to-date knowledge of all research funding sources (national & international) appropriate to the relevant Hub
- Regularly brief researchers working in Hub-related disciplines of upcoming relevant opportunities
- Co-ordinate the generation and submission of proposals to funding agencies and foundations, both national and international
- Integrate the inputs of appropriate Hub personnel (PI's, researchers, administrative staff etc.) into such proposals and contribute the linking text, and provide support in writing the non-technical part of research proposals (for example the impact and the management sections)
- Liaise with the business development and marketing personnel in the Hubs to support applications made directly to industry or to government-supported commercialisation funds

- Co-ordinate the final submission of proposals to the relevant funding body
- Provide a 6-monthly report to Research and Innovation Support (RIS) Office on funding diversity activities and any other funding diversity related metrics as required
- Liaise with RIS in the preparation of budgets and intellectual property management statements in order to provide comprehensive budget and financial planning support to researchers in the preparation of new applications
- Support the academic community associated with the Hub to create tailor-made searches for funding in the Research Professional Database
- Respond to situations of high demand for services as determined by the STEP Operations Manager in discussion with the Hub Director.

Qualifications and Experience:

Applicants should have a PhD in a science or engineering discipline or equivalent, together with a minimum of three years' relevant experience. The successful candidate will ideally have a background in R&D in an industrial or academic research environment together with an in-depth knowledge of national and international research funding schemes. Experience in the generation of European proposals and coordination of team member inputs in this regard would be a significant advantage. Excellent communications and proposal writing skills will be essential.

Salary Scale: €37,750 – €56,442

Appointment will be commensurate with qualifications and experience

Closing Date: 12th June 2014

It is envisaged that interviews will be held on **2 July 2014**.

Application forms are available from: **Human Resources Department, Dublin City University, Dublin 9. Tel: +353 (0)1 700 5149 Fax: +353 (0)1 700 5500 E-mail: hr.applications@dcu.ie**

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