

Research Centre	INSIGHT Centre for Data Analytics
Post Title	Intellectual Property & Data Protection Coordinator
Post Duration	Fixed Term Contract up to June 2019

Background

The Insight Centre for Data Analytics (<http://www.insight-centre.org>) is a joint initiative between researchers at University College Dublin, NUI Galway, University College Cork, and Dublin City University, as well as other partner institutions. It brings together a critical mass of more than 350 researchers from Ireland's leading ICT centers to develop a new generation of data analytics technologies in a number of key application areas.

The €88m Centre is funded by Science Foundation Ireland and a wide range of industry partners. Insight's research focus encompasses a broad range of data analytics technologies from machine learning, decision analytics and social network analysis to linked data, recommender systems and the sensor web. Together, with more than 30 partner companies, Insight researchers are solving critical challenges in the areas of Connected Health and the Discovery Economy. Current project funding is to June 2019.

Role & Function

We now wish to recruit an Intellectual Property & Data Protection Coordinator on a fixed-term full-time contract basis with primary responsibility for ensuring, in conjunction with the relevant Universities Technology Transfer Offices, and Data Protection Officers that all DP and IP aspects of the Inter Institutional Agreement (IIA) are implemented across the Centre.

This position is based at Dublin City University and will report to Insight's Chief Operations Officer and the Centre Manager at DCU. The position forms part of a broader Operations team within Insight and the Intellectual Property & Data Protection Coordinator will be expected to collaborate closely with other members of the team across all 4 sites.

Duties and Responsibilities:

The duties and responsibilities of the position include:

- Responsible for ensuring, in conjunction with the relevant Universities Technology Transfer Offices, that the “Science Foundation Ireland guidelines for Access to Intellectual Property” are implemented across the Centre.
- Responsible for developing, implementing and maintaining Insight’s Data Protection and Security Policies and Procedures.
- Liaise with Insight’s Researchers and Industry partners to develop best in class solutions for Insight’s requirements with regard to Data Protection and Security
- Responsible for coordinating the operation of an IP and Commercialisation Committee for the Centre.
- Coordination of key IP decisions, implementing IP processes and procedures, and assisting in ensuring the maximum impact from the commercialisation of the Centre’s research results.
- Ensuring adherence to the agreements, with regard to Intellectual Property, within the Inter Institutional Agreement (IIA) signed by the Centre’s participating partners.
- Responsible for, in association with the partner University Technology Transfer Offices in the identification, capture and protection of intellectual property arising from research activities within the Centre.
- Develop, implement and coordinate IP processes, so as to demonstrate cost effectiveness, timeliness and traceability.
- Responsible for the IP awareness training for all Centre personnel.
- Undertake any other duties as required by the Chief Operations Officer or Centre Manager from time to time.

Qualifications and Experience:

Essential:

- Applicants should have a primary degree, in Science, Engineering, or Computer Science, or a related discipline & three years relevant experience.
- Experience in an academic and/or industrial setting ideally involving the identification, and coordination of Intellectual Property.
- An understanding of intellectual property rights law and the issues relating to commercialisation of Intellectual Property (IP), including issues relating to software and open source licenses, particularly in the context of academic research.
- Experience in developing, implementing and maintaining Data Protection and Security Policies and Procedures
- An ability to work effectively with staff and management across all levels, both internally and externally.

- Excellent writing and presentation skills.
- Excellent interpersonal/communication skills.

Desirable:

- A knowledge of issues relating to innovation, technology transfer and the commercialisation of research relating to Science Foundation Ireland's "Guidelines for Access to intellectual Property" and the Irish Government's "Inspiring Partnership – the national IP Protocol " (2016)
- An additional business qualification, preferably an MBA, would be a distinct advantage.
- Experience in the running of collaborative research projects between academic institutions.

Closing date: 9 November 2016

Salary scales: €46,513 – 63,251*

**Appointment will be commensurate with qualifications and experience, and will be made on the appropriate point of the salary scales, in line with current Government pay policy.*

Informal Enquiries: Dr. Breda Kiernan, Insight Centre Manager

Email: breda.kiernan@dcu.ie

Please do not send applications to this email address, instead apply as described below.

Application Procedure

Application forms are available from the DCU Current Vacancies (Internal Competitions) website at <http://www4.dcu.ie/hr/vacancies/index.shtml> and also from the Human Resources Department, Dublin City University, Dublin 9. Tel: +353 (0)1 700 5149.

Please clearly state the role that you are applying for in your application and email subject line: Job Ref: 412 Intellectual Property & Data Protection Coordinator

Applications should be submitted by email to hr.applications@dcu.ie or by Fax: +353 (0) 17005500 or by post to the Human Resources Department, Dublin City University, Dublin 9.

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