**Information and Education
Technology Manager (Engineering)**

The School of Mechanical & Manufacturing Engineering

Faculty of Engineering and Computing

Permanent

Introduction

Dublin City University (www.dcu.ie) is a young, dynamic and ambitious university with a distinctive mission to transform lives and societies through education, research and innovation. It is research-intensive, globally-engaged and distinguished by both the quality and impact of its graduates, and its focus on the translation of knowledge into societal and economic benefit. DCU prepares its students well for success in life and in the workplace, by providing a high-quality education appropriate to solving grand global challenges of the 21st century. Excellence in its education and research activities has led to DCU's consistent presence in the rankings of the world's top young universities.

This role will be based in the School of Mechanical and Manufacturing Engineering in the Faculty of Engineering and Computing. The School has strong degree programmes at undergraduate level in Biomedical Engineering, Mechanical and Manufacturing Engineering and Mechatronic Engineering[i]. At postgraduate level the School offers a taught Master's programme in Mechanical and Manufacturing Engineering with specialisms. It is a research-intensive school with particular strengths in Advanced Manufacturing, Biomedical Engineering and Sustainable Systems Engineering. Academics are involved in key research centres such as I-Form, INSIGHT, ESIPP, MEDeng, *The Water Institute* and *Water is Life*. The School's research and taught programmes rely heavily upon state-of-the-art IT resources, high-end specialist software, and integrated devices. Resources include extensive computer laboratories, digital design studios with specialist software for advanced modelling, engineering computation and simulation, and teaching spaces fitted with world class equipment for capturing, editing and storing a range of teaching and learning activity. The discipline is at the forefront of developing and implementing IT solutions to enhance teaching and student learning experience.

The role of *Information and Education Technology Manager* is key to ensuring that developments in IT, high performance computing, specialist software, augmented reality, digitally enabled modes of lecturer/student interaction and academic collaboration etc. are effectively and positively leveraged, in service of our teaching and research mission.

Key Accountabilities/ Core Job Responsibilities

Reporting to the Head of School or nominee, the candidate will be required to manage, support and implement IT requirements of a busy engineering school servicing undergraduate and postgraduate related teaching and research activities. S/he will also be required to develop, enhance and implement plans for the School's IT requirements related to technology use in the classroom and design studios, digital learning, on-line and blended delivery, digitally enabled collaborative teaching and project work. This role required significant technical expertise. It also offers an exciting opportunity for the successful candidate to make a significant and direct contribution not only to service delivery, but to the enhancement of research support and teaching and learning within our School. The context is one of ongoing dynamic change and strong ambition to remain not only at the forefront of practice, but to lead in this regard.

The role is to manage, maintain and develop the IT infrastructure within the School of Mechanical and Manufacturing Engineering related to staff IT requirements, research support and delivery and innovation of taught programmes (computer labs, design studios and other learning spaces, 3D printing suites etc.).

This includes but not be limited to the requirement to:

- Take responsibility for ensuring reliable, secure and consistent service delivery of day-to-day IT supports, maintaining key technology platforms and infrastructure, and liaising with ISS as appropriate.
- Undertake all technical planning & support for FEA, CFD, CAD and CAM network configurations and research/virtual servers.
- Manage hardware and license procurement.
- Take technical lead on developing and implementing an IT strategy to support objectives outlined in the University Strategy related to an enhanced student learning experience and innovation in teaching, including that related to on-line delivery, technology and architecture.
- Take technical lead on specific IT projects related to undergraduate student support and teaching enhancement.
- Work closely with suppliers and external partners to ensure a full understanding of the solution specifications related to the enhanced delivery of IT services within the School. This involves ensuring deliverables are fit for purpose and meet expectations.
- Disseminate information about emerging technology, successful projects and proposed solutions to enhancing delivery of Faculty and School programmes
- Mentor, coach and train staff and students on platforms and projects related to use of digital tools in programme development and delivery.
- Contribute to the development of module content related to this expertise
- Support and contribute to School, Faculty and University-wide activities related to innovation and excellence in teaching and learning and in educational outreach
- Pro-actively maintain currency of relevant expertise and engage in professional development.

- Work closely with ISS and NIDL to align the School IT strategy with the University wide strategy related to IT development and Digital learning.
- Take responsibility for compliance of IT infrastructure and implementation with relevant legislation, regulations and university policies.
- Monitor, report on and actively manage risk (including that related to security, data protection and health and safety) associated with the technology.

Qualifications and Expertise

Candidates must hold a primary degree in Information Technology / Computer Science or related field. S/he must have a minimum of ten years' experience in information technology roles in a Higher Education environment, demonstrating technical and professional development. The candidate must have significant expertise in the planning and management of IT resources, and of providing leadership in service delivery. S/he must have competence/experience in contributing to teaching enhancement through innovative use of IT within a University environment.

The successful candidate must be able to demonstrate the ability to work with a diverse group of stakeholders to manage the planning and implementation of new facilities and practices and to build professional relationships to achieve results.

In addition the successful candidate will have:
- IT expertise necessary to carry out the role to a high standard.
- Excellent problem solving abilities.
- A track record of maintaining skills and knowledge related to new products and technological developments
- Excellent interpersonal, verbal and written communication skills with experience of working, collaborating and establishing credibility and relationships at all levels, and an ability to translate technical language to common language for non-technical users.
- Excellent administrative skills while assuming personal responsibility for, and delivery on, agreed objectives/goals.
- The ability to provide audit responses to internal and external audits in a timely manner and conduct risk assessments relating to IT, and knowledge of current industry good practice in these regards.
- Experience of leading IT projects or change initiatives in a large organisation.
- Expertise and track record which aligns with the design, innovation and entrepreneurship vision of the school.

A background in a Mechanical or Manufacturing Engineering environment and experience of networking of 3D printers, management of research/student networks and management of CAD, CAM and simulation software licensing would be a distinct advantage.

Salary Scales: Analyst Programmer III €55,884 - €88,949*

* Appointment will be commensurate with qualifications and experience, and will be made on the appropriate point of the Analyst Programmer 3 salary scale in line with current Government pay policy.

Application Deadline:

29th March 2018

Further information:

More information on the School of Mechanical and Manufacturing Engineering and its programmes can be found at: www.dcu.ie/mechanical_engineering.

Application Procedure

Informal enquiries to the Head of School of Mechanical and Manufacturing Engineering: brian.corcoran@dcu.ie

Application forms are available from the DCU Current Vacancies (Open Competitions) website at http://www.dcu.ie/hr/vacancies/current.shtml and also from the Human Resources Office, Dublin City University, Dublin 9. Tel: +353 (0)1 700 5149, Email: hr.applications@dcu.ie

Please clearly state the role that you are applying for in your application and email subject line: Job Ref: #814 Information and Education Technology Manager (Engineering)

Applications should be submitted by email to hr.applications@dcu.ie or by Fax: +353 (0) 1 7005500 or by post to the Human Resources Department, Dublin City University, Dublin 9.

Dublin City University is an equal opportunities employer