Applications are invited from suitably qualified candidates for the following position:

**ADAPT**

**Executive Director**

**Fixed Term Contract to December 2020**

The ADAPT Centre, a world-leading SFI Centre, is Ireland’s global centre of excellence for digital content technology funded through Science Foundation Ireland’s Centres programme. ADAPT combines the expertise of over 300 researchers across seven Higher-Education Institutes (Trinity College Dublin, Dublin City University, University College Dublin, Technological University Dublin, Cork institute of Technology, Athlone Institute of Technology and Maynooth University) with that of its industry partners to produce ground-breaking digital content innovations. The ADAPT Centre executive function is co-hosted between Trinity College Dublin and Dublin City University.

ADAPT brings together more than 250 researchers who collectively have won more than €100m in funding and have a strong track record of transferring world-leading research and innovations to more than 140 companies. ADAPT partners are successfully advancing the frontiers of Artificial Intelligence (AI), content analysis, machine translation, personalisation, e-learning/education, media technologies, virtual and augmented reality, and spoken interaction, as well as driving global standards in content technologies.

**Role**

Based on substantial growth in the scale of the centre and its activities, ADAPT is seeking to appoint an Executive Director who will help drive the mission, vision, culture and strategic objectives of ADAPT and its FinTech Spoke initiative and the implementation of the strategies developed. This Executive Director position will be expected to foster an environment of research excellence and impact, where innovation can flourish, and to enhance the brand and identity of ADAPT internationally as a world-leading SFI Centre. As a member of the Executive Management team and Executive Steering Group, in close collaboration with the (Academic) CEO and Deputy Director, this Executive Director position, will provide leadership to Centre Operations functions across research programme management, non-exchequer funding, education & public engagement, and Centre administration. The Executive Director will have specific responsibility for leading and managing the effectiveness of transdisciplinary cross-institutional research collaboration, non-exchequer, exchequer and philanthropic funding (with an annual funding target of €4 million) and related operations appropriate for ADAPT’s scale (over €100M Centre funding) and complexity (over 250 researchers across seven diverse higher-education institutions).

Key deliverables expected in the first twelve months will include:

- Developing strategies for enabling the long-term sustainability of the Centre and delivering ADAPT’s national and international mandate.
• Working as necessary with internal and University management and administrative teams to ensure the efficient operation of ADAPT.
• Expanding and diversifying the ADAPT research funding base through non-exchequer, exchequer and philanthropic sources – with a target of over €4 million in non-exchequer funding per year.
• Managing the transition of ADAPT into ADAPT II.

This Executive Director position has key responsibilities for ensuring the sustainability and growth of research collaboration, non-exchequer, exchequer and philanthropic funding and managing risks regarding the attraction of research funding from multiple funding agencies over multiple years. This position is responsible for developing and delivering upon ADAPT’s expected economic and societal impact by overseeing the development of its diversified non-exchequer funding strategy, education and public engagement strategy, and impact-focused engaged research strategy. The post will be responsible for managing a large (20+ people) multi-functional and distributed operations team, including Education & Public Engagement team, Research Development team, Research Services team, and Centre Administration team. A key element of this management challenge is both the distribution of researchers across eight institutions as well as the line-management of operation staff hosted across a number of these institutions.

The successful candidate will be employed by Dublin City University and will be based primarily in the ADAPT Centre offices in DCU. This Executive Director position will be a key member of the ADAPT Centre Executive team and will report to the ADAPT Centre (Academic) CEO and ADAPT Centre Deputy Director (at DCU). As ADAPT is a collaborative research centre, the position will involve leadership across all collaborative ADAPT partners. Further to this, and to the development of a diverse portfolio of non-exchequer funding, the successful candidate is expected to devote 10% of their time to international travel on behalf of ADAPT.

**Duties and Responsibilities:**
Please refer to the job description for a full list of duties and responsibilities associated with this role.

**Qualifications and Experience**
Candidates appointed to this post must have 12-15 years executive experience, including strategic planning, team leadership and operational management across both commercial and academic environments. A PhD in a relevant scientific discipline related to ADAPT’s research in Digital Content Technologies is required.

The successful candidate must have a proven track record (12-15 years) of strategic planning and team leadership, ideally in an international context. They must also have firm knowledge and experience of the research function in both industry and academic sectors.

• Focused strategic vision for the research and funding diversification activities of the centre. Must be able to work with the Centre Executive team in building a long-term vision for non-commercial non-exchequer funding in ADAPT.
• Proven experience in risk management regarding the attraction of research funding across multiple funding agencies over multiple years.
• Proven experience of strategic relationship management, negotiation and management of research collaboration and institutional partnerships.
• Proven track record in sales excellence and strategic and operational sales management.
• Proven track record of strategic financial management and investment decisions.
• An understanding and appreciation of the IP issues arising in the context of academic research and in particular computer software.
• A willingness to innovate and implement change

Skills and Competencies
• Strong senior leadership skills and ability to engage individuals at senior levels including investors, business partners, and governmental officials such as Vice-President for Research and Innovation, President, Dean of Research, SFI Director of research centres, Director of Research in ICT in Enterprise Ireland, IDA country partners etc.
• Strong analytical skills to assess non-commercial non-exchequer funding pipelines and drive future planning.
• Proven ability to successfully manage non-exchequer, exchequer and philanthropic funding pipeline.
• Ability to influence collaboration across academic and industry environments
• Proven ability to drive a culture for industry-engaged and public-engaged research and research impact.
• Ability to represent the Centre internationally in research forums, with industry and trade delegations and with government agencies.
• Ability to decide on appropriate actions, issue directives and monitor subsequent performance. Use dynamic and measured judgment where appropriate.
• Excellent written and oral proficiency in English (essential).
• Excellent communication and interpersonal skills both written and verbal.
• Should possess excellent computer skills, innovative ideas and solutions, flexibility and the ability to anticipate and provide solutions as they arise.
• Excellent organiser, negotiator, with positive energy and accountability, strong customer focus, and high degree of resourcefulness.
• Adaptive thinker with broad perspective.
• Proven ability to prioritise workload and work to exacting deadlines.
• Flexible and adaptable in responding to stakeholder needs.
• Enthusiastic and structured approach to research and development.
• Excellent problem solving abilities.

Salary Scale: €117,915 - €151,476
Appointments 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.

Closing date: 26th February 2020

Informal Queries
Monica Lechea monica.lechea@adaptcentre.ie.
Please include the ADAPT Position Title in all email communications.

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 (open Competitions) website at [http://www.dcu.ie/vacancies/current.shtml](http://www.dcu.ie/vacancies/current.shtml) and also from the Human Resources Department, Dublin City University, Dublin 9. Tel: +353 (0) 1 7005149.

Applications should be submitted by e-mail with your completed application form to hr.applications@dcu.ie or by post to the Human Resources Department, Dublin City University, DCU Glasnevin Campus, Dublin 9, D09W6Y4.

Please clearly state the role that you are applying for in your application and email subject line: Job Ref #RF1326 Executive Director, Adapt

Dublin City University is an equal opportunities employer and is committed to promoting gender equality reflected in its attainment of the Athena SWAN Bronze Award. Information on a range of university policies aimed at creating a supportive and flexible work environment are available at [www4.dcu.ie/policies/policy-starter-packs.shtml](http://www4.dcu.ie/policies/policy-starter-packs.shtml).