



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

**EU Research Development Officer  
Research and Innovation Support  
Professional 5A (P5A)  
Permanent**

**Dublin City University**

Dublin City University (DCU) is a young, ambitious and vibrant university, with a mission ‘to transform lives and societies through education, research, innovation and engagement’. Known as Ireland’s ‘University of Enterprise’, DCU is a values-based institution, committed to the delivery of impact for the public good. DCU was named Sunday Times Irish University of the Year 2021.

DCU is based on three academic campuses in the Glasnevin-Drumcondra region of north Dublin. More than 18,000 students are enrolled across five faculties – Science and Health, DCU Business School, Computing and Engineering, Humanities and Social Sciences and DCU Institute of Education.

DCU is committed to excellence across all its activities. This is demonstrated by its world-class research initiatives, its cutting-edge approach to teaching and learning, its focus on delivering a transformative student experience, and its positive social and economic impact. The university continues to develop innovative programmes in collaboration with industry, such as the DCU Futures suite of degrees, which are designed to equip graduates with the skills and knowledge required in a rapidly evolving economy.

DCU’s pursuit of excellence has led to its current ranking among the top 2% of universities globally. It is also one of the world’s Top Young Universities (QS Top 100 Under 50, Times Higher Top 150 Under 100). In the Times Higher Education University Impact Rankings 2021, DCU ranked 23rd in the world for its approach to widening participation in higher education and its ongoing commitment to eradicating poverty, while it ranks 38th globally for its work in reducing inequality and 89th globally for gender equality.

The university is ranked 23rd in the world and first in Ireland for its graduate employment rate, according to the 2020 QS Graduate Employability Rankings. Over the past decade, DCU has been the leading Irish university in the area of technology transfer, as reflected by licensing of intellectual property.

**Role Profile**

In accordance with the University’s commitment to enhance the research environment and deliver on the ambitious goals for socio-economic impact within its strategic plan, applications are sought for suitably qualified and highly motivated individuals for the position of European Research Development Officer based in Research and Innovation Support (RIS), within the Office of the Vice-President for Research and Innovation. This function is envisaged be a key support for the DCU strategy for the Horizon Europe Programme (2021-2027).

## Function

The EU Research Development Officer will provide expert advice and guidance in the preparation of EU research funding applications, primarily in the Horizon Europe Programme. Through liaison with relevant colleagues the individual will deliver a strategy to help the University substantially increase its level of participation in EU Framework Programmes and will provide strategic support for developing EU research activity across the institution.

## Principal Duties and Responsibilities

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

## Qualifications and Experience

### Essential Criteria

- A primary degree or equivalent (NFQ Level 7)
- A minimum of three years' relevant experience within a higher education, research funding or similar environment.
- Detailed knowledge of current EU funding
- Excellent interpersonal, oral and written communication skills

### Desirable

- PhD degree
- Proven track record in EU research support, proposal development, and grant writing - Experience in the initiation and development of multi-institutional and international collaborative research proposals

### Essential Training

The post holder will be required to undertake the following mandatory compliance training: Orientation, Health and Safety and Intellectual Property and Data Protection training. Other training may need to be undertaken when required.

**Salary Scale:** Professional 5A (P5A) €51,313 - €69,391

*\*Appointment will be commensurate with qualifications and experience and will be made on the appropriate point of the Senior Administration Assistant II salary scale, in line with current Government pay policy.*

**Closing Date: Monday 7<sup>th</sup> November 2022**

**For more information on DCU and benefits, please visit: [Why work at DCU?](#)**

**Informal Enquiries in relation to this role should be directed to:**

Dr. Dara Dunican, Research Development Manager, Research and Innovation Support, Dublin City University.

E-mail: [dara.dunican@dcu.ie](mailto:dara.dunican@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 website at <https://www.dcu.ie/hr/vacancies-current-vacancies-external-applicants> (external applicants)

Applications should be submitted by e-mail with your completed application form to [hr.applications@dcu.ie](mailto:hr.applications@dcu.ie)

Please clearly state the role that you are applying for in your application and email subject line: Job Ref: #BC221019 EU Research Development Officer.

*Dublin City University is an equal opportunities employer.*

*In line with the Employment Equality Acts 1998 – 2015, the University is committed to equality of treatment for all those who engage with its recruitment, selection and appointment processes. The University's Athena SWAN Bronze Award signifies the University's commitment to promoting gender equality and addressing any gender pay gaps. Information on a range of university policies aimed at creating a supportive and flexible work environment are available [in the DCU Policy Starter Packs](#)*