



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

Research Centre: Insight SFI Research Centre for Data Analytics

Post Title: Funding Development Officer

Post Duration: Fixed term contract up to 24 months

Dublin City University

Dublin City University www.DCU.ie 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 and Transformation', it is committed to the development of talent, and the discovery and translation of knowledge that advances society and the economy. DCU is the Sunday Times Irish University of the Year 2021.

The University is based on three academic campuses in the Glasnevin-Drumcondra region of north Dublin. It currently has more than 18,000 students 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 creating a transformative student experience, and its positive social and economic impact. This exceptional commitment on the part of its staff and students has led to DCU's ranking among the top 2% of universities globally. It also consistently features in the world's Top 100 Young Universities (currently in QS Top 70 Under 50, Times Higher Top 150 Under 100).

DCU is placed 84th in the world, in the Times Higher Education University Impact Rankings – measuring higher education institutions' contributions towards the UN Sustainable Development Goals. Over the past decade, DCU has also been the leading Irish university in the area of technology transfer, as reflected by licensing of intellectual property.

Background

The Insight SFI Research Centre for Data Analytics (<http://www.Insight-centre.org>) is an SFI funded Research Centre which brings together researchers from University College Dublin, NUI Galway, University College Cork, and Dublin City University, as well as other partner institutions, Trinity College Dublin (TCD), University of Limerick (UL), Maynooth University (MU) and Tyndall National Institute. It creates a critical mass of more than 400 researchers from Ireland's leading ICT clusters to carry out research on a new generation of data analytics technologies in a number of key application domain

areas, such as Health and Human Performance, Smart Communities, Internet of Things, Enterprise and Services and Sustainability and Operations.

The €150m Centre is funded by Science Foundation Ireland and a wide range of industry and European Union 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 220 partner companies, Insight researchers are solving critical challenges in the areas of Connected Health and the Discovery Economy.

The Role

This position is based at Dublin City University and will report to Insight's Centre Director and the Centre Manager based at DCU. The position forms part of a broader Operations team within Insight and the Funding Development Officer will be expected to partner closely with other members of the project teams at other Universities and with our industry partners.

The successful candidate will be accountable for providing a pro-active assistance service for Insight@DCU researchers focusing on the planning and writing of externally funded research grant applications. S/he will function as a full member of the Operations team and will be expected to apply their experience and technical expertise to problem solving and proposal coordination, ensuring that timelines for proposals are met.

Duties and Responsibilities

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

Qualification and Experience

Minimum Criteria

You must hold a primary degree (NFQ Level 7) in a relevant discipline such as Computing, Engineering or Life Sciences but ideally will have completed a Masters by Research or PhD degree in a relevant discipline. The successful candidate should have a minimum of three years' relevant experience

Skills

- Experience with national and international funding programmes
- Knowledge of relevant academic structures and the Higher Education sector
- Experience working in research funding and administration
- Proven track record in writing successful peer-reviewed grant proposals
- Excellent communication skills with an ability to work with a variety of different stakeholders.
- Strong analytical, administrative and social skills with good judgement skills and an ability to influence and persuade at the highest level is essential
- Experience in deploying a critical and analytical approach to reviewing documents and proposals
- Proven ability to manage multiple simultaneous proposals
- Experience in the management of multi-institutional and international collaborative proposals for external research funding (e.g. EU Horizon Europe, US NIH or NSF proposals etc)
- Strong focus on delivering results in line with desired objectives
- Experience in successfully leading and/or supporting teams
- A pro-active self-starter with the ability to encourage and stimulate cross-group collaboration

- Exceptional communication skills, both written and oral
- Strong problem solving and analytical skills and an ability to learn quickly
- High level of proficiency in IT packages including MS Office, MS Project etc.

Essential Training

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

Salary Scale:

€50,805 - €68,704.

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

Closing date: 14th January 2022

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

Dr Breda Kiernan, Centre Manager, Insight SFI Research Centre for Data Analytics, Dublin City University, **email:** breda.kiernan@insight-centre.org.

Application Procedure

Application forms are available from the DCU Current Vacancies website at <https://www.dcu.ie/hr/vacancies/current.shtml>.

Applications must be submitted by e-mail to hr.applications@dcu.ie

Please clearly state the role that you are applying for in your application and email subject line:

Job Ref: #RF1605 Funding Development Officer, Insight

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