



Site Manager

Insight SFI Research Centre for Data Analytics

Professional 7

Fixed Term Contract up to 30th June 2025

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.

The Insight SFI Research Centre for Data Analytics

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

The Insight Centre at Dublin City University now wishes to recruit a Site Manager on a fixed-term full-time contract basis who will lead the delivery of the contractual targets to reach the Centre's financial and KPI targets and will lead and develop a quality and responsive Insight operations team. The Operations team at DCU will efficiently manage all operational functions of the Centre including: finance, human resources, reporting, system administration and software and IP management. In addition, the Site Manager will form part of the larger Site Managers group, working closely with Site Managers at other Insight sites in order to achieve Insight's vision and ambition.

*This position is based at Dublin City University. The post-holder will report to the Centre Director at DCU.

Principal Duties and Responsibilities

The primary responsibilities of the post are listed below but are not limited to:

- Leading the Insight@DCU Operations team and working closely with operational support teams across all Insight sites to help to fulfill the duties and ambitions of the Centre with respect to funding agency and all stakeholder requirements.
- In conjunction with the Insight@DCU Director (and partners), formulating and implementing a strategic vision for the Centre.
- Leading the delivery of income targets towards reaching the Centre's financial and KPI targets as set out by the Insight Executive through raising significant income from corporate and non-exchequer funding sources.
- Liaising closely with Insight industry and international strategic partners to facilitate full engagement with the Insight research programme.
- Working with the Business Development Manager and their team to ensure the commercialization and contracting of Insight@DCU's research with DCU's technology transfer office, Invent.
- Working with the Funding Development Officer and their team to ensure the development of compelling technological concepts and partnerships for preparing highly competitive project proposals to companies and funding agencies.

- Working closely with Insight Funded Investigators and Principal Investigators to ensure the responsiveness of the Operations team to their needs and to support their research teams in adjusting to new situations and opportunities through established change management or budgeting adjustment processes.
- Building and maintaining relationships with members of the respective DCU Faculties, Schools and Support units such as Finance, HR, RIS, INVENT etc., to maintain good working relationships on behalf of Insight.
- Fostering and developing links with key personnel in Science Foundation Ireland, Enterprise Ireland and IDA and in other SFI Research Centres in order to ensure that Insight@DCU is meeting all funding agency expectations and requirements.
- Solving complex problems on behalf of the Centre Director.
- Other roles as assigned by the Centre Director or his/her nominee.

Qualifications, Skills and Experience Required

The successful candidate will have 10 years professional experience in technical, operational and team management and ideally will have a Ph.D. in a relevant scientific/engineering/computer science discipline.

Essential Criteria:

- Excellent team leadership skills demonstrated in a research environment (preferably with significant experience in both academic and commercial settings).
- Proven experience in sustaining and developing relationships with research, industry and funding partners. The Centre Manager must be able to identify and build new industrial, research and strategic partners.
- A strong communicator, particularly well-equipped with listening, influencing and negotiating. The successful candidate must be able to present to both current and potential industry partners at Senior Management, Research & Development and Sales and Marketing levels.
- A broad knowledge of the IT area, ideally with familiarity with the area of data analytics
- An ability to network and influence at all levels.
- A focused strategic vision for the Centre.
- Must be able to work with the Centre Director in building a long-term vision for Insight@DCU and all its research and industry partners
- An openness to innovate and implement change.
- Able to decide on the appropriate action, issue directives and monitor subsequent performance.

Desirable Criteria:

In addition to the above requirements, it is also desirable that candidates have the following:

- Hold a master's degree or PhD in a related area such as Life Sciences, Engineering or Computing.

- Have experience in managing and coordinating funding/revenue and project acquisition through industry, and/or national and international funding agency collaboration would be beneficial.

Skills:

- Knowledge of relevant academic structures and the Higher Education sector
- A strong communicator, particularly well-equipped with listening, influencing, and negotiating. The successful candidate must be able to present to both current and potential industry partners at Senior Management, Research and Development and Sales and Marketing levels.
- Strong analytical, administrative and interpersonal skills with good judgement skills and an ability to influence and persuade at the highest level is essential.
- Proven ability to manage multiple simultaneous proposals
- An understanding and appreciation of the IP issues arising in the context of academic research and related to computer software and algorithms.
- 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.

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](#)