

COG-MHEAR Research Project Manager



Role Description

Grade & Salary:	Grade 6
Campus Location:	Merchiston
Line Manager:	Professor Amir Hussain
Line Management Responsibility for:	No line management responsibility within the role, however this may be subject to change
Role Summary:	<p>COG-MHEAR Research Project Manager – Fixed term for up to 48 months</p> <p>COG-MHEAR is a world-leading, cross-disciplinary research programme funded under the UK EPSRC Transformative Healthcare Technologies 2050 Call. It includes academic partners from 6 other UK Universities and a strong User Group comprising global industrial and clinical collaborators, and end-user engagement organisations. The ambitious programme aims to develop the world's first multi-modal hearing-aid demonstrator by radically exploiting and integrating the transformative potential of privacy-assuring and explainable artificial intelligence (AI), 5G, IoT and cybersecurity, coupled with flexible (skin-based) electronics.</p> <p>The Research Project Manager is a key role to support the COG-MHEAR Programme Director, Prof Amir Hussain, through coordination and management of all aspects of the programme grant, including ensuring required synchronisation, motivation and communications between the individual projects that make up the COG-MHEAR Programme, and developing and maintaining interactions with the User Group, to achieve overall programme goals. In addition, the appointed person is expected to take a leading research role in one or more individual project in COG-MHEAR, under the direction of Prof Hussain, working on privacy-preserving AI and/or multi-modal speech enhancement/evaluation for next-generation hearing-aids and assistive technology.</p>

Main Duties and Responsibilities

➤	Reporting to Prof Hussain, the Programme Director (PD), the post holder will coordinate and manage all aspects of the programme grant, including developing and flexibly maintaining overall strategies, and ensuring all scientific and technical activities are delivering to the required quality and relevance against plan and budget.
➤	Ensure synchronisation, motivation and communications between the individual projects, including aligned (match-funded) PhD projects, that make up the COG-MHEAR Programme Grant, and monitor their progress towards overall programme objectives.
➤	Develop and maintain interactions with the User Group, ensuring end users are included at all stages of the research programme, including by building liaisons with existing and new User Group members and external collaborators for whom the programme has relevance.

➤	Work closely with lead investigators and researchers of each individual COG-MHEAR project to promote required collaborations and build and maintain liaison with relevant User Group members; ensuring results are communicated across the consortium, and the full range of technical, ethical and usability risks at both project and programme level are proactively identified and addressed.
➤	Lead organisation and liaison of regular and ad hoc meetings and activities of the Strategic Programme Board (SPB), the International Advisory Board (IAB) and the User Group.
➤	Co-ordinate and manage effective dissemination, public engagement and advocacy activities, knowledge and technology transfer and intellectual property activities (such as organising Workshops, Journal Special Issues, Competitions, Networking & Showcase events, demonstration videos, website, social media etc.).
➤	Undertake world-leading research in one or more individual project in COG-MHEAR, under the direction of the PD, working on privacy-preserving AI and/or multi-modal speech enhancement/evaluation, to collaboratively develop, test and validate a real-time COG-MHEAR prototype demonstrator.
➤	Identify, develop and secure new research and innovation funding opportunities.
➤	Undertake management, supervision and administrative responsibilities associated with research duties
➤	Identify and co-ordinate appropriate data collection, analysis and prototype design and evaluation strategies across the consortium (including through organisation of required meetings and networks).
➤	Undertake strategic policy development work relating to optimal user engagement and flexible risk-based management, to meet changes in the scientific, technological or user landscapes; such as preparing and reviewing a User Engagement Strategy, white papers, briefings, management, financial and progress review reports as required for the PD, SPB, IAB, User Group, EPSRC and for other purposes.
➤	Undertake other activities as appropriate to COG-MHEAR, under the direction of the PD.
➤	Role model the University's values & behaviours
➤	Be responsible for ensuring that the information and records processed (received, created, used, stored, destroyed) on behalf of the University and CO-MHEAR are managed in compliance with ALL applicable legislation, codes and policies (e.g. Data Protection , Information Security and Records Management); including developing and updating relevant COG-MHEAR documents (e.g. Privacy Impact Assessment, Data Management Plan and cross-University Ethical Approval).

Person Specification

Attributes	Essential Selection Criteria	Desirable Selection Criteria
Education/Qualifications	<p>Educated to PhD degree level or equivalent higher degree in a closely relevant field or equivalent demonstrable level of research experience in a relevant field (speech processing, computer science, artificial intelligence, cognitive science, engineering, or a related discipline)</p>	
Experience	<p>Experience of using initiative and creativity to resolve problems, identifying practical and suitable solutions</p> <p>A strong background in statistical modelling/machine learning, computer vision or a related area</p> <p>Research experience in artificial intelligence, speech enhancement, multi-modal signal/image processing or a related field</p> <p>A strong relevant publications record in top international journals and conferences.</p> <p>A track record of making effective independent contributions to collaborative research teams</p> <p>Experience of leading, designing and completing research projects.</p> <p>Experience of solving real-world problems independently and making original contributions to research</p> <p>Experience of, and ability to prepare proposals for funding and secure funding</p>	<p>Experience of research project management.</p> <p>Research experience in key project areas (e.g. privacy-preserving AI, multi-modal speech or signal/image processing, and/or hearing-aid/assistive/healthcare technology)</p> <p>Knowledge of challenges relating to technology integration and implementation (e.g. privacy-preserving AI with 5G, IoT, wireless sensing, flexible electronics technologies)</p> <p>Knowledge of real-time software and hardware prototype design and development cycle</p> <p>Knowledge of the assistive technology/healthcare industry landscape and commercialisation of scientific research.</p>

	<p>Experience of creating reports/briefing papers for management to inform decision making</p> <p>Experience of working in HE/industry within a busy office/virtual environment as part of a team</p> <p>Experience of report writing</p> <p>General project management experience.</p>	<p>Knowledge of government funding policy in healthcare research and its drivers.</p> <p>Experience of policy development, public engagement and the communication of research to a wider audience</p> <p>Experience of advocacy activities, and knowledge and technology transfer and intellectual property activities</p>
<p>Skills/Personal Requirements</p>	<p>Ability to synthesise complex information and summarise for internal colleagues and external audiences</p> <p>Proven ability to generate and implement new ideas</p> <p>A flexible approach to work, with the ability to prioritise a busy workload, manage shifting demands and ensure deadlines are met</p> <p>Capacity to work comfortably with complex datasets</p> <p>Ability to advise senior management and academics on all elements of technical and logistical guidance to enable strategic decision-making for delivery of individual project and overall programme objectives to plan and budget</p> <p>Accuracy and attention to detail with a meticulous approach to documentation and record keeping</p> <p>Good team player, flexible and co-operative, coupled with a high level of personal responsibility and initiative</p> <p>Ability to understand the needs of academics, researchers, industry and end users, and approach issues sensitively and with diplomacy</p>	

	<p>Ability to establish positive relationships and networks with key internal and external stakeholders</p> <p>Excellent communications skills – written and oral</p> <p>Excellent interpersonal and organisational skills</p> <p>A track record of continuous professional development</p>	
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