Associate Professor /Deputy Director Centre for Military Research Education and Public Engagement

Role Description

GRADE
Grade 7

LOCATION
Craiglockhart Campus, Edinburgh

LINE MANAGER
Professor Gerri Matthews-Smith

Role Summary

We are seeking a Deputy Director / Associate Professor who will support the growth and development of the Centre for Military Research, Education and Public Engagement in partnership with the Director of the Centre. You will provide academic leadership to the research team on inter-related armed forces projects, co-ordinating the work of others to ensure that research projects are delivered effectively and to time or organising the work of a team by agreeing objectives and work plans. You will support the team in generating new ideas and solutions and national and international collaborations which in turn will inform policy making and practice at a national and international level.

PURPOSE OF ROLE:
This is an exciting opportunity for an ambitious and innovative researcher with proven research leadership skills and experience of working in partnership with the armed forces and the wider community to join a strong research community and established centre. The Armed Forces Covenant Fund Trust are supporting a number of studies conducted by Edinburgh Napier University in partnership with Scotland's Veterans Wellbeing Alliance.

Line Management Responsibility for:

This role has line management responsibilities for research fellows within the CMREPE

Main Duties and Responsibilities

TEACHING AND LEARNING SUPPORT

- Expected to contribute to teaching and learning programmes.
- Expected to supervise postgraduate students.

RESEARCH AND SCHOLARSHIP

- Lead development of research objectives, projects and proposals specifically related to this area of research.
- Conduct individual or collaborative research projects.
- Work in partnership with the Director to identify sources of funding and secure funds as far as reasonably possible.
- Conduct and evaluate studies which directly impact on practice and transformational change.
- Contribute to research strategy statements at research centre or departmental level.
- Extend, transform and apply knowledge acquired from scholarship to research and appropriate external activities.
- Publish in peer-reviewed journals or equivalent.
- Disseminate research findings using appropriate media.
- Act as a referee and contribute peer assessment.
- Make presentations or exhibitions at national or international conferences and other similar events.

COMMUNICATION

- Routinely communicate complex and conceptual ideas to those with limited knowledge and understanding as well as to peers using high level skills and a range of media.
- Routinely work with a wide range of partners internally and externally promoting the work of the Centre and maximizing opportunities for intersectoral collaborative endeavours.
- Communicate with both technical and non-technical audiences and demonstrate ability to present complex arguments in a non-technical manner.

LIAISON AND NETWORKING

- Collaborate actively within and outwith the Institution to complete research projects and advance thinking and generate new knowledge.
- Participate in and develop external networks, for example to identify sources of funding, generate income, obtain consultancy projects, or build relationships for future activities.

MANAGING PEOPLE

- Mentor colleagues with less experience and advise on personal development.

- Coach and support colleagues in developing their research techniques.
- Depending on the area of work, could be expected to supervise the work of others, for example in research teams or projects.

TEAMWORK

- Take lead responsibility for a research project or identified parts of a research project.
- Develop productive working relationships with other members of staff.
- Co-ordinate the work of colleagues to ensure equitable access to resources and facilities.

PASTORAL CARE

- Deal with standard problems and help colleagues resolve their concerns about progress in research.

INITIATIVE, PROBLEM-SOLVING AND DECISION-MAKING

- Assess, interpret and evaluate outcomes of research.
- Develop new concepts and ideas to extend intellectual understanding.
- Resolve problems of meeting research objectives and deadlines.
- Develop ideas for generating income and promoting research area.
- Develop ideas for application of research outcomes
- Decide on research programmes and methodologies, often in collaboration with colleagues and sometimes subject to the approval of the head of the research programme on fundamental issues.

PLANNING AND MANAGING RESOURCES

- Plan, co-ordinate and implement research projects.
- Manage the use of research resources and ensure that effective use is made of them.
- Manage or monitor research budgets.
- Help to plan and implement commercial and consultancy activities.
- Plan and manage own consultancy assignments.

SENSORY, PHYSICAL AND EMOTIONAL DEMANDS

- Balance the pressures of research, consulting practice and administrative demands and competing deadlines.

WORK ENVIRONMENT

- Depending on area of work and level of training received, may be expected to conduct risk assessment and take responsibility for the health and safety of others.

- Role model the University's values & behaviours;

EXPERTISE

- Expected to have a national /international reputation in their field (amongst peers or clients or both).

- Possess sufficient breadth or depth of specialist knowledge in the discipline to develop research programmes and methodologies and proposals.

- Possess sufficient breadth or depth of specialist knowledge in the discipline to act as a divisional leader and to be able to project manage several major projects and the work of the lead consultants in charge.

- Ability to use a range of delivery techniques to enthuse and engage others.

- 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 are managed in compliance with ALL applicable legislation, codes and policies e.g. Data Protection, Information Security and Records Management.

PERSON SPECIFICATION

	ESSENTIAL	DESIRABLE
Education / Qualifications		
• PhD/ Prof Doc	✔	
• Project management qualification	✔	
Skills / Experience		
• Evidence of capability of research and project proposal development and award.	✔	
• Proficient in data collection skills, including interviews, focus groups, surveys and recruiting participants for research studies	✔	
• Leading successful applications for research and project funding	✔	
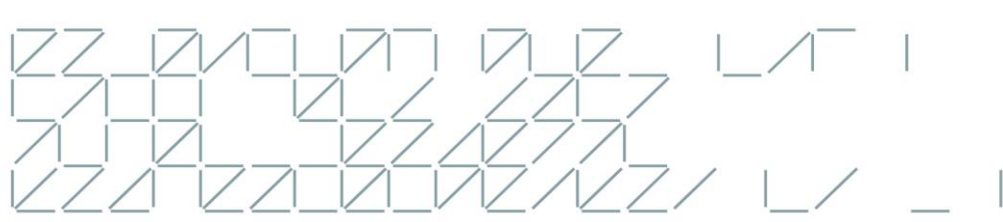
• Proficient in data analysis processes	✔	
• Project management expertise	✔	
• Leading Armed Forces Covenant Fund programmes	✔	
• Management experience and evidence of line manager responsibility		✔
• Experience of doctoral supervisions to completion		✔
• Proficient in ethical applications both internal and external for example NHS and MODREC		✔
• Demonstrate creative approach to project development		✔
• Function as part of a multi -sectoral team		✔