

The Alan Turing Institute

Community Manager – Molecular Medicine

THE ALAN TURING INSTITUTE

There has never been a more significant time to work in data science and AI. There is recognition of the importance of these technologies to our economic and social future: the so-called fourth industrial revolution. The technical challenge of keeping our data secure and private has grown in its urgency and importance. At the same time, voices from academia, industry, and government are coming together to debate how these technologies should be governed and managed.

The Alan Turing Institute, as the UK's national institute for data science and artificial intelligence, plays an important part in driving forward advances in these technologies in order to change the world for the better.

The Institute is named in honour of Alan Turing, whose pioneering work in theoretical and applied mathematics, engineering and computing is considered to have laid the foundations for modern-day data science and artificial intelligence. The Institute's goals are to undertake world-class research, apply its research to real-world problems, driving economic impact and societal good, lead the training of a new generation of scientists, and shape the public conversation around data and algorithms.

After launching in 2015 with government funding from EPSRC and five founding universities, the Institute has grown an extensive network of university partners from across the UK and launched a number of major partnerships with industry, public and third sector. Today it is home to more than 500 researchers, a rapidly growing team of in house research software engineers and data scientists and a business team.

BACKGROUND

The Health and Medical Sciences Programme at Turing delivers research into the theory and methods of AI, statistics, and data analytics underpinning medical and health applications that will enable scientists to do better science, without compromising respect for privacy and patient trust.

The Health and Medical Sciences Programme is now establishing a new major long-term research theme in molecular medicine. The UK is recognised as world-leading in genomics and molecular biology. However, the data that such modern experimental methods produce is complex and requires advanced mathematical, computational and statistical methods to make the most of it. It is well established that the development of such methods is key to the future of personalised medicine. As such there is a strong need to develop advanced computational methods alongside experimental advances. Collectively, the combination of cutting-edge experiment and advanced analytics has the potential to transform our understanding of the basic biology of disease, with transformative implications across healthcare -- from dissecting the causal mechanisms of disease outcomes to more precise risk prediction

We are recruiting a Community Manager who will work alongside a Theme Lead for Molecular Medicine and the wider Health and Medical Sciences Programme team, to build and support an international community of researchers and data scientists in the computational and experimental community and to develop a truly integrated collective of practice in this inherently multi-disciplinary area.

ROLE PURPOSE

The Molecular Medicine Community Manager will create, nurture and protect the conditions required for successful technical communication across diverse and distributed research communities internal to The Alan Turing Institute as well as national and international collaborators. We anticipate that the postholder will need to embody core values of *stewardship*, *compassion*, and *collaboration*, in addition to their commitment to equity and inclusion as described in the Turing's "Rules of the Game" (see below).

The purpose of the Molecular Medicine Community Manager is to develop strong connections between the Turing and relevant external research communities working in the field of Molecular Medicine. They will be responsible for identifying and mapping expertise, projects and datasets across organisations, identifying the most important and exciting opportunities for collaboration, and helping to shape the research direction of the newly established Molecular Medicine

The Alan Turing Institute

Theme. As a steward of their community, the Community Manager will see how individual pieces fit together as a whole. The postholder will possess the communication, motivation and collaboration skills required to bring the community together. They will surface implicit knowledge and make information explicit so that everyone who wants to can participate. The postholder will coordinate new and existing community-led project activities, encourage and empower diverse contributors to engage and lead those activities, and contribute to the development of a project sustainability strategy.

The Molecular Medicine Theme can only achieve - and communicate - its ambitious goals if it is delivered by involving and supporting domain experts from the wider research and data science communities. The ideal candidate for The Molecular Medicine Community Manager will treat all members of the community with compassion. They will support people to share and promote the skills that they already have, understand the experiences of people from a range of diverse backgrounds, and identify what they need to effectively work together. They will identify areas of implicit knowledge and expertise within The Molecular Medicine research community and make this information explicit.

The Molecular Medicine Community Manager will collaborate with experts in the Turing institute and beyond. They will be an active contributor to the Turing Way, acting as bi-directional conduit to implement best practices for reproducible, ethical, inclusive and collaborative data science. *The Turing Way* is an open source community-driven guide to reproducible, ethical, inclusive and collaborative data science. The project goal is to provide all the information that data scientists in academia, industry, government and the third sector need at the start of their projects to ensure that they are easy to reproduce and reuse at the end. We do not expect the applicants to already have all the skills within the scope of *The Turing Way* project. Rather that they will develop new expertise and grow in the role. They will also participate in the Tools, Practices and Systems programme, particularly in the development of responsible research and innovation practices.

The postholder will work closely with Health and Medical Sciences programme team, led by Director Professor Chris Holmes and Deputy Director Professor Ben MacArthur and supported by the Business Team for the Programme. They will work closely with a wide range of colleagues from across the Turing and wider external Molecular Medicine Community. The line manager will be the Theme Lead for Cell and Molecular Medicine, with day to day support from Dr Malvika Sharan, co-lead of The Turing Way Project.

DUTIES AND AREAS OF RESPONSIBILITY

- Map expertise, projects and datasets relevant to the Molecular Medicine Theme, both within The Alan Turing Institute and the wider external community. Facilitate diverse and collaborative conversations to identify and prioritise important and exciting opportunities. Work with all members of the leadership team to shape the research direction of the theme.
- Foster communities of researchers across the Molecular Medicine Theme, finding both synergies between ongoing projects and emergent opportunities that can only be delivered by the Theme
- Publish - as a lead or co-author - peer-reviewed research articles, open source training curricula, and/or perspective, opinion and commentary articles, as appropriate. This responsibility will be defined to be aligned with the successful candidate's personal career goals, through collaborative discussion when they are in post.
- Be an active contributor to *The Turing Way* project exemplifying the practices we want to promote within the community. This may include identifying gaps in the current material, writing new content, reviewing existing chapters, giving presentations about the project to new audiences, welcoming members of your own project communities to join *The Turing Way*, and contributing to the design of governance and decision making processes. We expect all community managers within the Tools, Practices and Systems Programme to attend regular co-working sessions and participate in discussions on research best practices across a project lifecycle. You will be expected to welcome and support their engagement in *The Turing Way* community.
- Implement and build on practices in *The Turing Way* (see the [Community Handbook](#)) – and across the open source ecosystem – to ensure the community members demonstrate the highest standards of reproducible, ethical, inclusive and collaborative data science in their work. Some - but not all - of these practices include:
 - Onboard and welcome new community members. This will likely include running 1:1 inductions and continuously updating documentation to ensure that resources remain easy to find for new starters and existing team members alike.

The Alan Turing Institute

- Design, organise and facilitate innovative, inclusive events - remote and in person - for a broad range of community members and collaborators. These can range from small group focused meetings, through team 'coffee chats' to build community, informal mentorship and training, to collaborative contribution events such as hackathons, documentation sprints, or design scoping workshops.
 - Review new contributions, maintain existing resources, ensure open communication and document infrastructure processes. Support community members to participate in the collaborative review using pull requests or merge requests via the GitHub repository. This will likely require proactive 'just in time' training in using version control using git, and project management in public or private GitHub repositories, as appropriate.
 - Promote the sustainable use of research outputs by facilitating high-quality analysis, modelling and reporting documentation, and training materials, in collaboration with researchers, developers and domain experts.
 - Curate and finalise regular newsletter updates to capture impact stories, showcase community member contributions, and share progress for both internal and external audiences.
- Communicate technical topics to colleagues and external partners by preparing and presenting reports, blog posts, organising and delivering presentations, and taking an active role in meetings and discussions. Communications may be synchronous or asynchronous, remote or in person, and must be prepared at the appropriate granularity of detail for the audience.

Please note that job descriptions cannot be exhaustive, and the post-holder may be required to undertake other duties, which are broadly in line with the above key responsibilities. This job description is written at a specific time and is subject to changes as the demands of the Institute and the role develop.

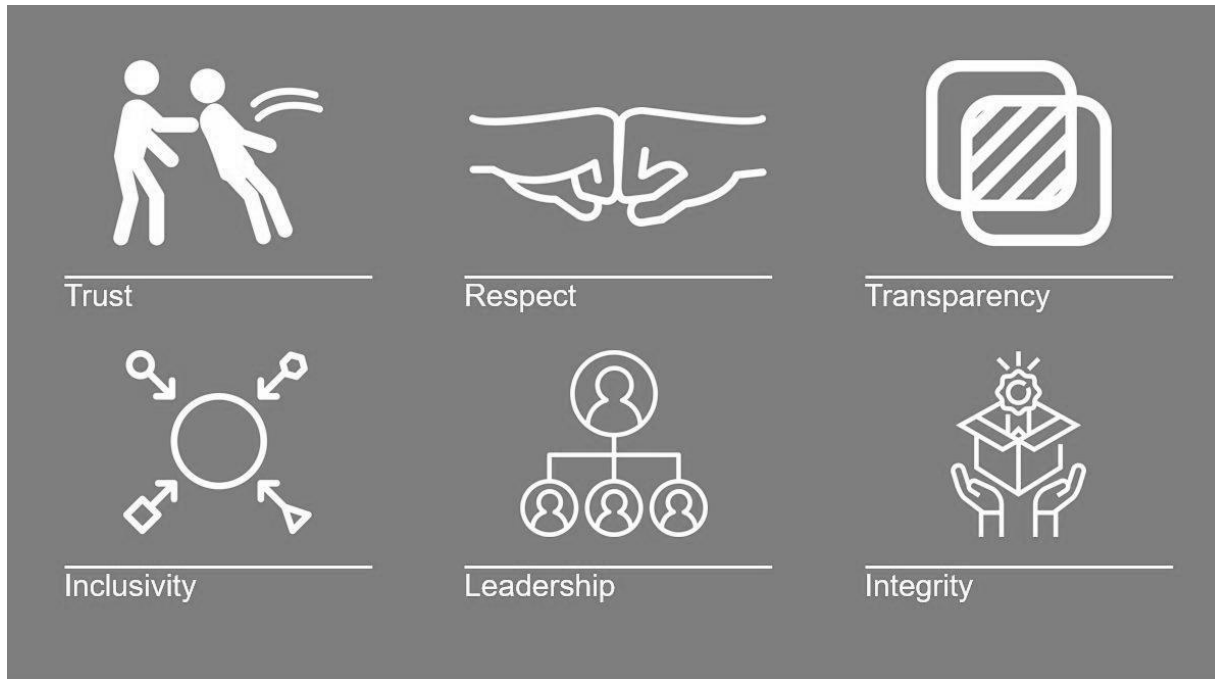
The Alan Turing Institute

Networks with others with shared interests, collaborating on projects and strengthening future relations.	E	a/i
Project Delivery or Project Management		
Promptly deals with requests related to process improvement and supports the Community with aspects of project management.	E	a/i
Decision Making		
Ability to guide others by presenting options and choices to inform their decision making.	D	i
Planning and Organising		
Suggests ways of improving working practice and use of resources. Creates realistic plans to effectively manage own workload, prioritising work to meet personal and team objectives.	E	i
Initiative and Problem Solving		
Considers possible solutions to identify those which offer wider benefits. Obtains evidence to support thinking.	E	a/i
Analysis and Research		
Gathers data rigorously and conducts robust analysis, questioning assumptions and existing knowledge. Reports findings to wider community and is able to withstand challenge by relying on evidence gathered and processes used for analysis.	E	a.i
Other Requirements		
Commitment to meeting deadlines	E	a/i
Commitment to EDI principles and to the Organisation values	E	i

The Alan Turing Institute

OUR VALUES

The Alan Turing Institute is committed to equality diversity and inclusion and to eliminating discrimination. All employees are expected to embrace, follow and promote our [EDI Principles](#) and [Rules of the Game](#)



Respect – We treat everyone with respect, dignity and kindness and acknowledge the experiences, skills and contributions of others.

Trust - We communicate openly and honestly to support an environment where we have trust in each other.

Transparency – We seek to ensure that everyone understands the how and the why of our decisions and actions. We take on board to feedback when those decisions are challenged.

Inclusivity – We are committed to continuously learning how to be more inclusive by listening to those facing barriers.

Leadership – We recognise creating an inclusive, diverse and equitable institute requires leadership from all. We stand up and speak out when change is needed.

Integrity – We recognise that how we work is as important as our outputs and seek to exemplify best practice in all our decisions.

APPLICATION PROCEDURE

If you are interested in this opportunity, please click the apply button below. You will need to register on the applicant portal and complete the application form including your CV and covering letter. If you have questions about the role or would like to apply using a different format, please contact us on 020 3862 3575 or 0203 862 3340, or email recruitment@turing.ac.uk.

The Alan Turing Institute

TERMS AND CONDITIONS

This full time post is offered on a 12 month fixed term basis. The annual salary is £37000-£42,000 plus excellent benefits, including flexible working and family friendly policies, <https://www.turing.ac.uk/work-turing/why-work-turing/employee-benefits>

EQUALITY, DIVERSITY AND INCLUSION

The Alan Turing Institute is committed to creating an environment where diversity is valued and everyone is treated fairly. In accordance with the Equality Act, we welcome applications from anyone who meets the specific criteria of the post regardless of age, disability, ethnicity, gender reassignment, marital or civil partnership status, pregnancy and maternity, religion or belief, sex and sexual orientation.

We are committed to building a diverse community and would like our leadership team to reflect this. We therefore welcome applications from the broadest spectrum of backgrounds.

Reasonable adjustments to the interview process will be made for any candidates with a disability.

Please note all offers of employment are subject to obtaining and retaining the right to work in the UK and satisfactory pre-employment security screening which includes a DBS Check.

Full details on the pre-employment screening process can be requested from HR@turing.ac.uk.