

The Alan Turing Institute

RESEARCH DEVELOPMENT MANAGER

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 Partnerships and Grants team manages the Institute's relations with external funders, ensuring a translation of research into practise and a sustainable future for the Institute's activities. The Grants function is particularly aimed at ensuring the Institute puts forward competitive and compelling grant applications to a diverse set of funders, whilst supporting the research community in the fulfilling and resourcing their research aims.

ROLE PURPOSE

Reporting to the Senior Grants Manager, the role will provide strategic and operational support to the institute's research and innovation communities in order to facilitate and develop funding opportunities.

The role is an excellent opportunity for someone excited by the prospect of working with top talent in UK data science and artificial intelligence, supporting the development of Institute research and impact, and working collaboratively with colleagues across multiple Institute teams.

The postholder will maintain a broad and up to date knowledge of the areas of expertise of colleagues, awareness of funding opportunities available, and will demonstrate the ability to draw together diverse teams to work collaboratively on new opportunities.

DUTIES AND AREAS OF RESPONSIBILITY

- Facilitate relationships between, academic, business team and external colleagues to drive the development of funding applications and maximise impact of translational research opportunities
- Ensure that researchers within the Institute are comprehensively supported in applying to funding opportunities relevant to their interests and in support of the Institute's strategic missions

The Alan Turing Institute

- Proactively monitor opportunities and identify suitable academic leaders for responses to funding opportunities, including the building of multidisciplinary teams
- Develop an understanding of the funding landscape, and of the priorities and requirements of major funders, and how they fit with the capabilities and aims of the Institute
- Ensure that newly developed research plans are compatible with funder requirements, whilst also meeting the needs, policies, procedures and best practise of the Institute
- Delivery of applications to strategic grant opportunities, with support from the Senior Grants Manager, including financial profiling, communications with stakeholders, administration of application portals, drafting of proposal content, and assuring adherence to internal processes
- Coordinate and organise seminars and workshops to generate interest in strategically aligned opportunities, and to facilitate networks of researchers that are primed to collaborate on future opportunities
- Provide advice and guidance to academics on individual opportunities and on broader strategy and development to fulfil future opportunities
- Maintain strong relationships with delivery teams to ensure research development remains informed by best practice and lessons learned in research delivery
- Ensure the fair furtherance of opportunities and development of academic interests, in line with the Institute's principles on Equality, Diversity and Inclusion

Please note that job descriptions cannot be exhaustive, and the postholder 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

PERSON SPECIFICATION		
Skills and Requirements Post holders will be expected to demonstrate the following:	Essential (E) Desirable (D)	Tested at application (a) Tested at interview (i)
Education/Qualification		
Bachelor's degree or equivalent professional qualifications and / or experience	E	A
Degree in a relevant field of expertise, such as maths, computing and sciences (inc social sciences)	D	A
Knowledge and Experience		
Experience of working in a research-focused environment, including working across disciplines	E	A
Awareness and understanding of the research and innovation funding landscape	E	A, I
Skilled in budgeting and resource planning for long-term projects	E	A, I
Experience of designing and facilitating research-oriented workshops	E	A, I
Experience of research community engagement and networking	E	A, I
Knowledge of UKRI and other major funder processes and requirements	D	A, I
Understanding of the international funding landscape	D	A, I
Experience coordinating and administering grant funding proposals	D	A
General knowledge and interest in data science, its applications, and its potential for impact	D	A
Communication		
Demonstrable ability to communicate more complex, specialist and conceptual information clearly and persuasively, presenting compelling arguments to influence and/or negotiate satisfactory outcomes.	E	A, I
Demonstrable ability to explain complicated matters simply, tailoring delivery methods/media to suit the audience's needs and ensure understanding.	E	A, I
Proven experience of presenting complex information in formats and methods appropriate to different audiences without compromising meaning	E	A, I
Liaison and Networking		
Proven ability to build relationships between different groups and to collaborate with a range of contacts within organisation and externally	E	A, I
Service Delivery (or for research roles Project Management & Project Delivery)		
Ability to adapt services and systems to meet requirements and identify ways of improving standards	E	A, I
Decision Making		
Ability to make low risk decisions when appropriate and to work with others to make collaborative decisions that may be operational or strategic and impact	E	A, I

The Alan Turing Institute

Initiative and Problem Solving		
Ability to analyse and solve problems and to take actions to prevent recurrence of problems	E	A, I
Other Requirements		
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 Our Values.

Our values

- Trust**
We create an environment where we have trust and can be trusted
- Inclusivity**
We expect our Turing community to contribute to a culture that is inclusive and free of barriers
- Respect**
We all have different roles, priorities and challenges but our shared purpose is the same
- Leadership**
Leadership is everyone's business; Turing leaders set the right tone and lead by example
- Transparency**
Everyone should understand the how and the why of our decisions and actions
- Integrity**
We are all ambassadors for the Turing's mission of changing the world for the better

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 3533 or 0203 862 3516, or email recruitment@turing.ac.uk.

CLOSING DATE FOR APPLICATIONS: 25 June 2023 at 23:59

TERMS AND CONDITIONS

This full time post is offered on a permanent basis. The annual salary is £40,950 - £44,100 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 making sure our recruitment process is accessible and inclusive. This includes making reasonable adjustments for candidates who have a disability or long-term condition. Please contact us at adjustments@turing.ac.uk to find out how we can assist you.

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.