Post Specification (Comp: 034914)

<table>
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<tr>
<th><strong>Post Title:</strong></th>
<th>Head of Design &amp; Innovation</th>
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<td><strong>Post Status:</strong></td>
<td>Specific Purpose Contract (approximately 3 years)</td>
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<tr>
<td><strong>Department/Faculty:</strong></td>
<td>ADAPT Centre, Centre for Digital Content Technology, Trinity College Dublin, the University of Dublin</td>
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<tr>
<td><strong>Location:</strong></td>
<td>School of Computer Science &amp; Statistics, Trinity College Dublin, the University of Dublin, College Green, Dublin 2, Ireland</td>
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<td><strong>Reports to:</strong></td>
<td>Executive Director</td>
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<tr>
<td><strong>Salary:</strong></td>
<td>Appointment will be made on the Senior Administrative 3 salary scale (€84,033 - €107,745) at a point in line with Government Pay Policy</td>
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<td><strong>Hours of Work:</strong></td>
<td>Full-Time (37 hours)</td>
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<tr>
<td><strong>Closing Date:</strong></td>
<td>12 Noon (GMT), Friday 9th April 2021</td>
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The successful applicant will be expected to take up post as soon as possible.
Post Summary

The ADAPT Centre, (the Centre for Digital Content Technology), hosted by the School of Computer Science & Statistics, is seeking to appoint a full-time Head of Design & Innovation Laboratory on a specific purpose contract with primary responsibility for the development and delivery of collaborative research initiatives with companies of all sizes both in Ireland and internationally. The post, reporting to the ADAPT Executive Director within the Commercialisation team, will lead a team of research programmers, postdoctoral researchers and system programmers to execute targeted industry research projects in collaboration with leading industry partners. A key mandate for the ADAPT Centre is to forge and expand industry partnership and participation with the research programme. As a key member of the ADAPT Commercialisation team, and in close collaboration with the ADAPT Centre Executive Director and ADAPT Centre CEO/Director, the Head of Design & Innovation will manage the development of the Innovation research programme on a day-to-day basis. The successful candidate will manage the Design & Innovation team to ensure the rapid development and delivery of targeted industry research projects. The position will manage a highly skilled group of over 15 research staff and project managers comprising a mix of architecture, software development and design expertise. The Design & Innovation team will be co-located with the core research teams in ADAPT.

The Head of Design & Innovation will be expected to publicly represent ADAPT at a range of industry or commercially-oriented research events, to clearly communicate the multi-disciplinary scientific work being conducted across the ADAPT research programme as well as the economic and societal impact of ADAPT activities. This is a key position to sustain ADAPT’s excellent reputation and leverage scientific expertise to deliver high-quality targeted industry projects in close collaboration with commercial stakeholders and ADAPT academics. The position is also partially responsible for the development of new industry collaboration and funding which must account for 33% of the research funding of the ADAPT Centre (SFI requirement).

This position is based at Trinity College Dublin with regular visits to other research partner sites.
Further Information
Informal enquiries about this post should be made to Declan McKibben, Executive Director (Declan.mckibben@adaptcentre.ie)

Standard Duties and Responsibilities of the Post
The post’s key responsibilities include, but are not limited to:

- The successful candidate will provide leadership for the strategic development, implementation and continuous review of the ADAPT Industry Research Programme
- Ensure the achievement of the primary objective of the ADAPT Industry Collaborative Research strategy by driving beneficial impact for industry through the exploitation of ADAPT’s research outputs
- Manage a skilled team of researchers in executing targeted research projects across a range of disciplines and institutions
- Manage the collaboration with over twenty Industry Research partners in the successful execution of diverse targeted projects
- Collaborate with the technology transfer offices across all of ADAPT’s academic partners to coordinate ADAPT Industry Collaborative Research and Innovation Project activities
- In close collaboration with the ADAPT CEO/Director and the Executive Director, the successful candidate will define and manage Key Performance and Management Indicators (KPIs) related to targeted industry research projects activities and ensure that these KPIs are met or exceeded
- Build and strengthen partnerships with existing industry partners or potential industry partners to promote engagement with ADAPT technologies and the impact of ADAPT expertise
- Influence future research activity towards commercially relevant outcomes
- Work with the ADAPT Commercialisation Team to attract and develop new industry partners to engage with the ADAPT research programme and to extend existing partners’ engagement with the programme through follow on projects
- Manage the relationship with the ADAPT Research Strands’ Industry leads
- Participate in industry events and other relevant forums to promote the strategic objectives of ADAPT and maintain a high-level awareness of ADAPT activities and impact
- Work closely with the ADAPT IP Manager in negotiating new partnerships, in developing the ADAPT industry engagement strategy, and in its implementation
Funding Information
This position is funded through the Science Foundation Ireland ADAPT Research Centre.

Person Specification

Qualifications
- Primary degree in Software/Computing with a track record in research commercialisation development. (Essential).
- A postgraduate qualification (Diploma/MSc/PhD) in a relevant subject. (Desirable)

Knowledge & Experience (Essential & Desirable)

Essential
- At least ten years industry experience in ICT development in the ICT sector.
- At least ten years industry experience in team or project management in the ICT sector.

Desirable
- Knowledge of and experience with, Business Development in the context of Industry - Academia collaboration and collaborative R&D would be highly advantageous.
- Knowledge of the digital content area is essential, and candidates must have industry experience (>10 years) in technology or technology related disciplines particularly knowledge of two or more of the ADAPT Research areas (e.g. Information Retrieval, Personalisation, Digital Content Management, Natural Language Processing, Machine Translation and Localisation).
- Focused strategic vision for the further development of Industry Collaboration and Innovation activities of the centre. Must be able to work with the Centre CEO/Director and Executive Director in building a long-term vision for Industry Collaboration in the ADAPT Centre.
- Demonstrated track record (over at least ten years) of management of applied research, development and commercialisation management for the ICT environment.
- Proven expertise in the management of applied research and commercial development functions for industry.
• Experience working within a Research Centre in the software ICT sector and particular experience working in the Content and Application sectors of ICT.
• Ability to translate the Industry Collaboration vision into a set of instruments, and to implement, evaluate and review the resulting programmes.
• Ability to decide on the appropriate action, issue directives and monitor subsequent performance. Use dynamic and measured judgment where appropriate.

Skills & Competencies
• Strong leadership style and the ability to influence individuals at all levels.
• A willingness to innovate and implement change.
• Dynamic self-starter with significant experience working with senior commercial stakeholders and with government agencies worldwide.
• Excellent leadership skills with an ability to lead and manage a multidisciplinary team to achieve excellent performance to agreed KPIs
• Motivated with a ‘can-do’ attitude.
• Excellent IT skills.
• Ability to prioritise tasks, working under time constraints and strict deadlines while maintaining high levels of accuracy coupled with a good eye for detail.
• Extensive project management expertise gained through wide experience
• Possess excellent interpersonal, organisational and communication skills with a high level of accuracy and attention to detail.
• Ability to assimilate and analyse information quickly and accurately and to think strategically under pressure, formulate decisions and make recommendations, often to tight deadlines.
• Ability to anticipate and deal with problems as they arise / ability to identify a problem and propose solutions.
• Broad experience of diverse functions or sub-functions within organisations including commercial, research & development, product and service development and marketing.
**Application Information**

In order to assist the selection process, applicants should submit a Curriculum Vitae and a Cover Letter (1x A4 page) that specifically address the following points in their application.

1. Candidates must have at least 10 years of experience in ICT. Applicants should clearly address this experience and how they obtained their knowledge in their application.

2. An understanding of Business Development processes for ICT focused organisations is essential. The applicant should give examples of involvement in Business Development for ICT focused organisations and what the applicant learned from the process.

3. Candidates must demonstrate their capacity to manage the collaboration with over twenty Industry Research partners in the successful execution of diverse targeted projects

**Please Note:**

- Applicants who do not address the application requirements above in their cover letter will not be considered at the short list stage.
- Applicants should note that the interview process for this appointment may include the delivery of a presentation and may include a test of practical skills.

**Further Information for Applicants**

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<tr>
<th>URL Link to Research Group</th>
<th><a href="http://www.adaptcentre.ie">http://www.adaptcentre.ie</a></th>
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<tbody>
<tr>
<td>URL Link to School</td>
<td><a href="https://www.scss.tcd.ie/">https://www.scss.tcd.ie/</a></td>
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<tr>
<td>URL Link to Area</td>
<td><a href="http://www.tcd.ie">www.tcd.ie</a></td>
</tr>
<tr>
<td>URL Link to Human Resources</td>
<td><a href="https://www.tcd.ie/hr/">https://www.tcd.ie/hr/</a></td>
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Background on ADAPT

ADAPT is the world-leading SFI research centre for AI Driven Digital Content Technology hosted by Trinity College Dublin. ADAPT’s partner institutions include Dublin City University, University College Dublin, Technological University Dublin, Maynooth University, Munster Technological University, Athlone Institute of Technology, and the National University of Ireland Galway. ADAPT’s research vision is to pioneer new forms of proactive, scalable, and integrated AI-driven Digital Content Technology that empower individuals and society to engage in digital experiences with control, inclusion, and accountability with the long term goal of a balanced digital society by 2030. ADAPT is pioneering new Human Centric AI techniques and technologies including personalisation, natural language processing, data analytics, intelligent machine translation human-computer interaction, as well as setting the standards for data governance, privacy and ethics for digital content.

Since launching, ADAPT’s researchers have signed 43 collaborative research projects, 52 licence agreements and oversee 16 active commercialisation funds and 52 commercialisation awards. ADAPT has won 40 competitive EU research projects and obtained €18.5 million in non-exchequer non-commercial funding. Additionally, six spinout companies have been formed. ADAPT’s researchers have produced over 1,500 journal and conference publications. Nearly 100 PhD students have been trained. ADAPT’s breakthrough technologies and research applications AI for Media Interaction, Digital Humanities, Health, Data governance, and Fintech are being applied across multiple Industry domains, expertly facilitated through the ADAPT Design and Innovation Lab (dLab) to deliver product and service innovation. ADAPT’s Startup & Development team fosters and steers collaborations between researchers and AI entrepreneurs from startup to successful spinout.

The School of Computer Science and Statistics

The School has 65 academics, 40 support staff and over 100 research staff. The School is internationally recognised for the quality of its research and teaching and is ranked in the top 100 Computer Science Schools worldwide (QS Subject Rankings 2020) and is the highest ranked in Ireland.

The School offers a wide range of undergraduate and taught postgraduate degree programmes and has approximately 1,200 registered students. In addition, the School has over 100 PhD students.

Research expertise in areas such as digital content, telecommunications, computer vision and ubiquitous computing, combined with cutting edge statistical learning research has provided a rare environment in which members of SCSS exploit the emergence of data and its analysis as a driver in many fields of computer science and statistics.

The School hosts two Science Foundation Ireland (SFI) Research Centres: ADAPT and CONNECT, hosts the ENABLE SFI research spoke on the Internet of Things and the FinTech Fusion SFI research spoke, and is a partner in a further two SFI Research Centres (Insight and Lero). Four TCD-wide multidisciplinary research themes, namely Creative Technologies, Digital Humanities, Digital Engagement, and Smart Sustainable Cities are led by members of the School. The School currently coordinates seven European Commission projects and is partner in a further eight. The School has signed research contracts in excess of €50 million over the last three years from a range of national and international agencies such as SFI, Enterprise Ireland and the European Commission’s Horizon 2020 Framework Programme.

For further information, please visit http://www.scss.tcd.ie/

Trinity College Dublin, the University of Dublin

Trinity is Ireland’s leading university and is ranked 101 in the world (QS World University Rankings 2020). Founded in 1592, the University is steeped in history with a reputation for excellence in education, research and innovation.
Located on an iconic campus in the heart of Dublin’s city centre, Trinity has 18,000 undergraduate and postgraduate students across our three faculties – Arts, Humanities, and Social Sciences; Engineering, Mathematics and Science; and Health Sciences.

The pursuit of excellence through research and scholarship is at the heart of a Trinity education, and our researchers have an outstanding publication record and strong record of grant success. Trinity has developed 19 broad-based multidisciplinary research themes that cut across disciplines and facilitate world-leading research and collaboration within the University and with colleagues around the world. Trinity is also home to 5 leading flagship research institutes:

- Trinity Biomedical Sciences Institute (TBSI)
- Trinity College Institute of Neuroscience (TCIN)
- Trinity Translational Medical Institute (TTMI)
- Trinity Long Room Hub Arts and Humanities Research Institute (TLRH)
- Centre for Research on Adaptive Nanostructures and Nanodevices (CRANN)

Trinity is the top-ranked European university for producing entrepreneurs for the past five successive years and Europe’s only representative in the world’s top-50 universities (Pitchbook Universities Report).

Trinity is home to the famous Old Library and to the historic Book of Kells as well as other internationally significant holdings in manuscripts, maps and early printed material. The Trinity Library is a legal deposit library, granting the University the right to claim a copy of every book published in Ireland and the UK. At present, the Library’s holdings span approximately 6.5 million printed items, 400,000 e-books and 150,000 e-journals. With over 120,000 alumni, Trinity’s tradition of independent intellectual inquiry has produced some of the world’s finest, most original minds including the writers Oscar Wilde and Samuel Beckett (Nobel laureates), the mathematician William Rowan Hamilton and the physicist Ernest Walton (Nobel laureate), the political thinker Edmund Burke, and the former President of Ireland Mary Robinson. This tradition finds expression today in a campus culture of scholarship, innovation, creativity, entrepreneurship and dedication to societal reform.
Rankings
Trinity is the top ranked university in Ireland and ranked 101 in the world (QS World University Rankings 2020). Trinity ranks in the top 50 in the world on 4 subjects and in the top 100 in 18 subjects (QS World University Rankings by Subject 2020). Full details are available at: www.tcd.ie/research/about/rankings.

The Selection Process in Trinity

The Selection Committee (Interview Panel) may include members of the Academic and Administrative community together with External Assessor(s) who are expert in the area. Applications will be acknowledged by email. If you do not receive confirmation of receipt within 1 day of submitting your application online, please contact the named Recruitment Partner on the job specification immediately and prior to the closing date/time.

Given the degree of co-ordination and planning to have a Selection Committee available on the specified date, the University regrets that it may not be in a position to offer alternate selection dates. Where candidates are unavailable, reserves may be drawn from a shortlist. Outcomes of interviews are notified in writing to candidates and are issued no later than 5 working days following the selection day.

In some instances the Selection Committee may avail of telephone or video conferencing. The University’s selection methods may consist of any or all of the following: Interviews, Presentations, Psychometric Testing, References and Situational Exercises.

It is the policy of the University to conduct pre-employment medical screening/full pre-employment medicals. Information supplied by candidates in their application (Cover Letter and CV) will be used to shortlist for interview.

Applications from non-EEA citizens are welcomed. However, eligibility is determined by the Department of Business, Enterprise and Innovation and further information on the Highly Skills Eligible Occupations List is set out in Schedule 3 of the Regulations https://dbei.gov.ie/en/What-We-Do/Workplace-and-Skills/Employment-
Permits/Employment-Permit-Eligibility/Highly-Skilled-Eligible-Occupations-List/ and the Ineligible Categories of Employment are set out in Schedule 4 of the Regulations https://dbei.gov.ie/en/What-We-Do/Workplace-and-Skills/Employment-Permits/Employment-Permit-Eligibility/Ineligible-Categories-of-Employment/. Non-EEA candidates should note that the onus is on them to secure a visa to travel to Ireland prior to interview. Non-EEA candidates should also be aware that even if successful at interview, an appointment to the post is contingent on the securing of an employment permit.

Equal Opportunities Policy

Trinity is an equal opportunities employer and is committed to employment policies, procedures and practices which do not discriminate on grounds such as gender, civil status, family status, age, disability, race, religious belief, sexual orientation or membership of the travelling community. On that basis we encourage and welcome talented people from all backgrounds to join our staff community. Trinity’s Diversity Statement can be viewed in full at https://www.tcd.ie/diversity-inclusion/diversity-statement.

Pension Entitlements

This is a pensionable position and the provisions of the Public Service Superannuation (Miscellaneous Provisions) Act 2004 will apply in relation to retirement age for pension purposes. Details of the relevant Pension Scheme will be provided to the successful applicant.

Applicants should note that they will be required to complete a Pre-Employment Declaration to confirm whether or not they have previously availed of an Irish Public Service Scheme of incentivised early retirement or enhanced redundancy payment. Applicants will also be required to declare any entitlements to a Public Service pension benefit (in payment or preserved) from any other Irish Public Service employment.

Applicants formerly employed by the Irish Public Service that may previously have availed of an Irish Public Service Scheme of Incentivised early retirement or enhanced redundancy payment should ensure that they are not precluded from re-engagement in the Irish Public
Service under the terms of such Schemes. Such queries should be directed to an applicant’s former Irish Public Service Employer in the first instance.

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APPLICATIONS WILL ONLY BE ACCEPTED BY E-RECRUITMENT:

http://jobs.tcd.ie

If you have any application queries, please contact:

Human Resources, House No. 4,
Trinity College Dublin, the University of Dublin
Email: recruit@tcd.ie