**Faculty of Humanities**

**Director of methods@manchester**

**Overall Purpose:**

methods@manchester is a flagship initiative in the Faculty of Humanities, led by the School of Social Sciences, which aims to exploit Manchester's strength in cutting-edge and advanced research methods in the social sciences, promote interdisciplinary and innovative methodological developments and foster further developments (including training) through external funding. Conceived to support, and embedded in, the School of Social Sciences strategic vision of promoting international excellence in research through methodological innovation, methods@manchester provides a platform for training, as well as developing and exploring, cutting-edge methodology for researchers across all schools in the Faculty, the university and indeed beyond.

The post holder will work closely with the Deputy Associate Dean for PGR in the Faculty of Humanities, the Head of the School of Social Sciences and the Faculty Researcher Development team to lead the development, and delivery, of methods-related events and initiatives, including training for postgraduate researchers and staff, which promote and exploit the depth and breadth of methodological expertise at the University of Manchester. S/he will also work closely with counterparts at Liverpool, Lancaster and Keele as part of the Executive Committee of Methods North West in ensuring that the methods training objectives of the North West Social Science Doctoral Training Partnership are met.

The Director of methods@manchester will:

* develop the brand of methods training that affords the University of Manchester instant recognition, nationally and internationally, as the UK leader in social science methods and training;
* create and lead an effective, dynamic and responsive programme of events and coordinate the annual Methods Fair and methods@manchester Summer School;
* ensure that methods@manchester events and training reflect and promote the entire range of social research methods;
* work closely with key stakeholders and academic disciplines across all schools in the Faculty, and liaises with other centres of excellence on research methods training;
* sustain and develops external relationships with government, public, private and third-sector organisations as is appropriate to the strategic goals of methods@manchester.
* Serve on the Executive Committee of Methods North West.

**Reports to:** Deputy Associate Dean for PGR, Faculty of Humanities, while also working closely with the Head of School, SoSS

The post will be for a period of 3 years, starting as soon as possible. It will carry a 30% FTE workload adjustment.

**Key duties and responsibilities:**

Ensure alignment of the methods@manchester’s strategy with that of the Faculty and SoSS, which entails but is not limited to:

* developing and implementing methods@manchester’s strategy and operational plan
* consolidating and expanding the existing vision and activities of methods@manchester,including the Methods Fair and Methods Summer School
* ensuring that methods@manchester exploits, promotes and develops the range and breadth of social science methods and that its programme is attractive to both staff and PGRs
* representing the University of Manchester within Methods Northwest and delivering events in this context, as appropriate
* being a member of the Faculty PGR Training Strategy Group and contributing to strategic developments in this context
* working with other initiatives delivering training and promoting excellence in this area, including but not limited to artsmethods@manchester, CMIST, NCRM, Digital Humanities and the Faculty Researcher Development Team
* developing relationships with key academic partners, nationally and internationally;
* engaging external communities where appropriate
* working with Business Engagement leads to support training needs and development opportunities
* disseminating and publicising methods@manchesteractivities through innovative and traditional means including the web presence of methods@manchesterand related twitter, ITunesU and YouTube accounts
* working with Faculty leads and school PGR directors to support the wider professional development of researchers
* facilitating methods focused grant funding, including the identification of new and emerging areas of social science research methods activities within the University as well as new funding opportunities
* organising interdisciplinary and international methods events that attract international ‘names’ as well as early career researchers
* managing the methods@manchesterbudget
* giving appropriate direction to PS staff assigned to support methods@manchester
* convening and reporting to the methods@manchestermanagement board
* reporting to the Faculty of Humanities PGRC
* contributing towards an annual review of progress against methods@manchester’s strategic plan.

**Person specification**

The post holder must possess the following skills, knowledge and qualities:

* a clear vision for the achievement of the strategic goals of methods@manchester, the Faculty of Humanities and SoSS
* a successful record of undertaking academic administrative roles and evidence of leadership and management skills
* a strong track record of research related to methods in the social sciences
* excellent communication and interpersonal skills to engage, influence and collaborate with colleagues
* demonstrable personal and professional commitment to the University’s strategy, vision and values
* a track record of being decisive, proactive and fair in tackling difficult management issues
* willingness to develop in line with the requirements of the role, in research and external engagement opportunities.