

The University of Manchester

Job Description

Job title:	Research Analytics Architect
Reports to:	Head of Library Research Services + Office for Open Research
Organisation unit:	University of Manchester Library: Research & Digital Horizons
Date:	January 2021
HERA:	MAPPS-UML-R&DH-RS-C (492, Grade 7)

Overall purpose of the job:

- To provide high-level expertise to the University on the use of bibliometrics and other research performance indicators in the external and internal evaluation of the quality of the University's research, in support of the University's research strategy and benchmarking objectives
- To produce institutional research performance reports which can be incorporated into a University dashboard, and conduct analysis at faculty, school and individual levels.

Key responsibilities:

- To contribute to an environment that values and celebrates the diverse nature of the University of Manchester's population and to take positive steps to achieve equality in the workplace and to both meet and exceed our obligations under equality legislation
- To ensure that the University fully exploits the use of bibliometrics in the external and internal evaluation of the quality of the University's research
- To provide expertise and high-level advice on national and research funders' policies with regard to the use of bibliometrics as a measurement of research quality, contributing to the University's research strategy
- To bring data and associated commentary, advice and recommendations to University senior decision-makers, including University Research Group and Research Strategy Group. To prepare reports that will guide decision-making by the University's Senior Leadership Team
- To conduct bibliometric and related modelling exercises at University, Faculty, School and individual researcher levels
- To promote an understanding of bibliometrics and their role in research evaluation
- To work with the Directorate of Research and Business Engagement Support and the Planning Support Office to produce, analyse and evaluate data relating to research performance

- To support and provide training for the Library's Research Services team and other colleagues with associated training and communications responsibilities
- To work with the Library's Research + Digital Horizons directorate to ensure researcher needs with regard to bibliometric data and related information are incorporated into eScholar development and other appropriate service planning
- To work with the Library's Digital Development and Digital Services teams, and IT Services, on a developing research data service, with a particular focus on the application of performance measurement techniques
- To provide training in all aspects of bibliometrics to academic and administrative staff, in partnership with other colleagues
- To provide third level support for enquiries relating to research performance and bibliometrics, escalated as required by colleagues in the Research Services team
- To support the Directorate of Research and Business Engagement Support Services and the Library's eScholar team to ensure that appropriate citation and other data is stored and accessible in the University's research management system
- To maintain and develop an in-depth understanding of bibliometrics and other indicators of research output, performance and impact such as webometrics and altmetrics, and to represent the University in national and international research activities in relation to bibliometrics and related methods
- To seek and identify trends, opportunities and funding to support innovation and position the University Library in a leadership position in research service development
- To contribute proactively to the development and implementation of Library-wide operational planning and initiatives in support of University strategy and Library priorities
- To be responsible for compliance with and the embedding of University policies, procedures and requirements - in particular those relating to health and safety; equality, diversity and inclusion; and information governance
- Such other duties as may reasonably be associated with the grade and a role of this nature
- To work at any Library site as required
- To be flexible in relation to hours of work as may be reasonably requested from time to time
- To wear supplied Library branded clothing during defined promotional activities and special events
- To understand the specific context within which the role operates and how it relates to the wider University goals and business processes, in order to facilitate informed decision making
- To ensure the working environment reflects the University's and Library's values

Person Specification

Essential knowledge, skills and experience:

- First degree
- Postgraduate qualification in a relevant discipline, such as statistics, mathematics or information science

- In-depth understanding of bibliometrics and related areas such as webometrics and altmetrics
- Excellent skills in data management, analysis and modelling
- In-depth understanding of the academic research process
- Understanding of HE and knowledge of key developments in research policy
- Experience of report writing, including graphical presentation of data analysis
- Excellent IT skills, including data management software
- Good interpersonal skills
- Good communication and presentation skills