JOB DESCRIPTION
Innovations Team Leader
Vacancy Ref: A862R

<table>
<thead>
<tr>
<th>Job Title:</th>
<th>Innovations Team Leader</th>
<th>Present Grade: 8P</th>
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<tbody>
<tr>
<td>Department/College:</td>
<td>Information Systems Services</td>
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<tr>
<td>Directly responsible to:</td>
<td>Head of Service Delivery and Operations</td>
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<td>Supervisory responsibility for:</td>
<td>Members of the ISS Innovation Team</td>
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**Other contacts**

**Internal:**
Faculty / Department heads, Staff and Students, PSLT Section Heads,

**External:**
External providers, external networks of technology specialists, agile developers and project managers

**Major Duties:**

**The Role**
The Innovations Team Leader will manage the day to day activities and strategic direction of the ISS Innovations Team. The role holder will be responsible for maintaining the managing an large and extensive portfolio of software development projects, as well as co-ordination and managing the work of internal ISS staff in the unit, and extensive external collaboration with partners and students and staff in faculties and departments. The role holder will be key in delivering a large number of innovation projects rapidly, utilising skills within the unit and in the wider student and staff population.

**Key Responsibilities**

**Excellence in Innovation**
- Passionately acting as an advocate for innovation, challenging traditional thinking
- Creating a leading UK HE innovations unit
- Raising the profile of the unit both nationally and within the institution
- Seeking opportunities to supplement the units own staff with collaboration with faculty staff and students
- Organising events such as Hackathons and code challenges to achieve the delivery of new projects
- Leading agile and adaptive project and development techniques to ensure maximum throughput of projects

**Staff Management**
- Managing software developers in the innovations team, dealing with issues and assigning them priorities.
- Managing the training and technical development of software developers within the team.
- Being responsible for the strategic development of support resources.
- Monitoring and developing the innovations strategy and portfolio
- Encouraging staff development and career opportunities for development staff.

**Strategy and Policy**
- Providing management information on the nature, scope and status of innovation unit projects, and the business benefits gained by the realisation of these projects.
- Providing input to the ICT Strategic Plan in the areas of innovation and agile development.
- Communicating the monitoring the success of the innovations unit.
- Undertaking regular reviews of the unit’s success and adapting plans as appropriate.

**Finance**
- Managing the recurrent and capital budgets allocated to the innovations unit.
- Contributing to the financial planning and risk management process by producing business cases and financial models to support new requirements for innovation and software development.

**Support and Development**
• Being an active participant in the development of software solutions within the innovations unit.
• Resolving issues of process, governance and project management as needed to allow software developments to proceed.
• Ensuring the ongoing support of new projects and ensuring customer satisfaction with support provided within the innovations unit.
• Ensuring the smooth handover of services to production following successful implementation.