JOB DESCRIPTION
Research and Scholarly Communications Manager
Vacancy Ref: A1908

Job Title: Research and Scholarly Communications Manager	**Present Grade:** 8P

Department/College: Library Services

Directly responsible to: Assistant Director: Digital Innovation and Research Services

Supervisory responsibility for: 1 x G7 Academic Liaison Librarian and Open Access Manager, 1 x G7 Research Data and Repository Manager, 1 x G7 Digital Archivist, 1 x G5 Open Access Officer, project based staff where applicable

Other contacts **Internal:** Research staff and students, Library staff, Organisation and Educational Development staff, Research Services staff, Information Systems and Services staff, Secretariat, Faculty administrators and other staff from within the University. **External:** Peers in other institutions, sectoral agencies and service suppliers, visitors. National and global bodies as appropriate e.g. Jisc, HEFCE (OfS), RCUK (UKRI), ARMA, LIBER, SCONUL, N8, Northern Collaboration. Vendors e.g. Elsevier, Thomson Reuters, ProQuest, Ex Libris, Digital Science, etc.

The role: **Development for the Open Access agenda** • Leading on implementation and further development of University's Open Access policy to ensure compliance with funder and HEFCE mandates while advocating for the wider benefits of open access. • Ensuring reporting on Open Access is provided on a regular basis to institutional and external stakeholders • Explore and lead on discussions related to UK Scholarly Communication License. • Promote the benefits of Open Access across the institution, creating an open dialogue on its importance and working with researchers to further the agenda. • Coordinating the efforts between Open Access for publications and data initiatives, ensuring maximum return on investment. **Development for Research Data Management agenda** • Leading on implementation and further development of University's Research Data policy to ensure compliance with funder mandates while advocating the wider benefits of Research Data Management. • Ensuring regular reporting on Research Data Management is provided to institutional and external stakeholders and ensure full adoption of DMAOnline. • Responsible for Lancaster University's participation in Jisc's Research Data Shared Service and other development partnerships. • Promote the benefits of good Research Data Management practices across the institution, push the agenda for open data further and understand researchers needs throughout the process.

Development for Academic Research Impact service
- Develop institutional provision and support for academic research impact service.
- In conjunction with institutional stakeholders, complete the roll out of citation action plan beyond pilot departments and support departments in their analysis.
- Be a strong advocate for responsible metrics and their adoption at institutional and departmental level.
- Take ownership of Library's activities in measuring academic impact of our research outputs including publishing, dissemination and promotion plans.

Team and Resources Management
- Leading, managing and developing a Research and Scholarly Communications team; driving effective performance through identification of efficient and effective practices and ensuring the design and delivery of feedback mechanisms to support service improvement
- Ensuring teams deliver an excellent, coordinated service that supports the research lifecycle and seeks to exceed expectations
- Promoting an ethos of continuous improvement and adopting best practice; motivating the team to deliver excellent provision
- Working with Senior Library colleagues to provide advice, guidance and accurate reporting to relevant committees and contribute to planning and the development of best practice

Other
- Leading research support staff by articulating the vision which flows from the Library's strategic plan, The Library Towards 2020 (http://www.lancaster.ac.uk/library/towards-2020/)
- Act as an advocate for Library, both within the University and the wider academic community, providing a clear and forward-looking approach for moving from a compliance culture to an open science culture.
- Develop Library's support for implementation of research oriented identifiers such as ORCID and ISNIs.
- Lead on Library's research services strategic development by representing Lancaster University in various fora and monitoring national policies, frameworks, and funding body regulations with implications for research support.
- Provides representation for University's institutional repository and research portal development
- To undertake any other duties appropriate to the grade of the post as required by the Assistant Director: Digital Innovation and Research Services.