JOB DESCRIPTION
Head of Open Research
Vacancy Ref: 0735-21

<table>
<thead>
<tr>
<th><strong>Job Title:</strong></th>
<th>Head of Open Research</th>
<th><strong>Present Grade:</strong></th>
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<tbody>
<tr>
<td><strong>Department/College:</strong></td>
<td>Library Services</td>
<td><strong>Directly responsible to:</strong></td>
<td>Associate Director: Digital Innovation and Research Services</td>
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<td><strong>Supervisory responsibility for:</strong></td>
<td>1 x G7 Open Access Manager, 1 x G7 Research Data Manager, 1x G7 Research Intelligence Manager, 1x G6 Open Research Officer, 1x G4 Research Services Assistant (5 direct reports and 2 further indirect reports)</td>
<td><strong>Other contacts</strong></td>
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**Internal:**
Research staff and students, Library staff, Organisation and Educational Development staff, Research & Enterprise Services staff, Information Systems Services staff, other staff from within the University.

**External:**
Peers in other institutions, sectoral agencies and service suppliers.
National and international bodies as appropriate e.g. Jisc, UKRI, ARMA, LIBER, SCONUL, N8, Academic Libraries North, UKSG.
Vendors

**Job purpose:**
The Head of Open Research will provide leadership and management of the Library’s significant contribution to academic research. They will develop and manage relationships, partnerships and collaborations to embed and foster Open Research across Lancaster University’s research community, and promote interdisciplinary collaboration. They will lead a range of services and initiatives that are critical to the delivery of Open Research, across open access, research data management and research intelligence.

**Open Research**
- Facilitate the development of a culture of open research that is aligned with the University’s publicly stated Principles of Open Research, promoting the benefits of openness and leading activity to drive this agenda.
- Act as an advocate for the 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 research culture.
- Develop links to work with new and emerging disciplines, particularly digital scholarship, ensuring that emerging and changing requirements are understood and reflected in our services.
- Lead, manage and develop the Library’s Open Research team, driving performance through identification of efficient and effective practices, and leading the design and delivery of feedback mechanisms to support service improvement.
- Oversee the management and use of the research spaces on A floor of the Library extension, ensuring that the spaces deliver maximum benefit for researchers and create a physical hub for open research.
**Open Access**
- Lead the management and development of Open Access services and initiatives, to ensure compliance with REF and funder mandates while advocating for the wider benefits of open access.
- Play a leading role in the development of services and initiatives that align with and support compliance with UKRI open access policy and Plan S.
- Manage and develop links between the Content and Open Research teams in the Library, ensuring that there is appropriate communication and join-up and that shared resourcing of open access work is successful.
- Lead the management and development of Lancaster University’s institutional repository.
- Explore and lead discussions related to the UK Scholarly Communications Licence, evaluating the value for Lancaster University researchers.

**Research Data Management**
- Lead on the management and further development of the University’s Research Data policy to ensure compliance with funder mandates while advocating the wider benefits of Research Data Management.
- Ensure regular reporting on Research Data Management is provided to institutional and external stakeholders.
- Lead the management and development of functionality for managing and archiving research data.
- Promote the benefits of good Research Data Management practices across the institution, push the agenda for open data and FAIR principles and understand researchers’ needs throughout the process.

**Research Intelligence**
- Develop institutional provision and support for academic research intelligence through analysis of publication and citation metrics.
- In conjunction with institutional stakeholders, support academic departments and other parts of the University to make effective use of citation data for strategic purposes.
- Be a strong advocate for responsible metrics and their adoption at institutional and departmental level, and support adherence to the San Francisco Declaration on Research Assessment (DORA).
- Identify opportunities to use citation data to facilitate interdisciplinary research and research partnerships.

**Other**
- Develop evidence-based approaches to service development and resource allocation, contributing as a member of the Library Management Team, to ensure the future success of the Library.
- Contribute, as a member of Library Management Team, to developing objectives, KPIs and other performance measures, using data analytics to ensure that key elements of the Library’s vision are achieved.
- Provide advice and guidance on digital preservation issues, particularly on preservation of research data.
- Represent Lancaster University in appropriate external forums and groups within the sector.
- Oversee training provided by the team for researchers and postgraduate research students.
- Undertake any other duties appropriate to the grade of the post as required by the Associate Director: Digital Innovation and Research Services.