**MPLS Associate Head (Research and Innovation): role description**

**About the Role**

As a key member of the senior academic leadership team within the Mathematical, Physical, and Life Sciences (MPLS) Division, you will lead and support the development of the research and innovation portfolio. Supported by MPLS Head of Research Support and the wider divisional research support team, and collaborating with colleagues across the division and the wider University, you’ll play a pivotal role in enabling our five-year strategic plan, with a particular focus on our research and innovation agenda.

**Our Key Priorities**

In this role, you will:

* Influence the shaping of University-wide initiatives in research and innovation
* Advocate for MPLS perspectives in central University strategic projects
* Work collaboratively to improve MPLS research culture and enhance the experiences of research staff.
* Contribute to achieving enhanced levels of support from research funders and industrial collaboration.

**Your Key Responsibilities**

**1. Represent and support the Head of Division in all matters relating to research, including funding, planning, strategy and assessment**

* Chair relevant Divisional committees and working parties as appropriate (e.g. MPLS Research Forum)
* Chair selection panels where funders restrict the number of bids the Division can put forward
* Devise and lead on strategies to increase interdisciplinary working across MPLS and into the other academic divisions, including through the University’s Strategic Research Fund
* Advise Divisional Board and GPC on all matters related to research strategy and activity
* Represent the division on relevant University bodies (e.g. Research & Innovation Committee)
* Liaise with other Associate Heads as appropriate on issues around advocacy for research staff
* Liaise with the division’s academic REF lead as necessary in their work supporting the planning and delivery of REF 2029 across MPLS.
* Represent the Division’s interests through liaison at a national level with key funders: EPSRC, STFC, BBSRC, and NERC.

**2. Serve as MPLS’s divisional lead on innovation activities, engaging across all departments to develop and nurture industrial liaison activity and collaboration**

* Collaborate with divisional senior faculty on innovation and industrial engagement activities
* Lead the EPSRC Impact Acceleration Account (IAA), including chairing the Steering Group
* Lead in the development of MPLS’ strategic plans for the Research England Higher Education Innovation Funding (HEIF) block grant, and other strategic opportunities as they arise
* Advise Divisional Board and GPC on all matters relating to innovation and impact
* Represent the division on relevant University committees (e.g. University Knowledge Exchange and Innovation Sub-Committee)
* Provide leadership to the MPLS Impact Awards
* Lead the Division’s strategic relationship with Oxford University Innovation and Oxford Science Enterprises Ltd
* Undertake other activities as delegated by the Head of Division

**3.** ***Ex-officio* duties of all Associate Heads** - membership of the following divisional bodies:

* Divisional Board (2–4pm, Fridays in Weeks 2 and 7, online);
* General Purposes Committee (11–1pm on Mondays in Weeks 1 and 5; and Friday in Week 9, hybrid format).
* The weekly meeting of Associate Heads of MPLS (Thursday, 1pm – 2pm, in-person with hybrid option).

You will be supported in all aspects of the role by members of the Research Support team in the MPLS Divisional Office.

**Why Join Us?**

* This is a unique opportunity to lead transformative change at the heart of one of the University’s most dynamic divisions. Your work will directly influence the experiences of our staff and students, fostering a culture where everyone can thrive.

**Who we’re looking for**

We’re seeking an individual with:

* A passion for creating an inclusive, supportive and equitable work environment. Strong collaboration skills and an ability to engage with colleagues within the Division and across diverse disciplines and departments in pursuit of shared and common agendas.
* An understanding of national and international opportunities and issues within the research and innovation space.
* A desire to develop leadership experience in strategic planning and delivering impactful initiatives.
* A deep commitment to EDI and an understanding of its importance in research and innovation.
* An ambition to be a catalyst for change. Join us as the Associate Head (Research and Innovation) and take the lead in shaping our research and innovation agenda.