



MCAST

Job Description

Job Title	Senior Research Officer
Department/Institute	Applied Research & Innovation Centre
Reporting to	Director (Research and Innovation)
Main Objective	The Senior Research Officer will act as the operation arm of the Director (Research & Innovation) who responds to the Deputy Principal (Research and Student Academic Management), allowing for an outreach of research that will launch from the Applied Research & Innovation Centre (ARIC) and into all Institutes. The Senior Research Officer will act as the focal point for applied research within the institute, and the liaison person for research between the Institute and ARIC.

1. To steer pre-award research teams within the allocated Institute, interacting with stakeholders and vying for research initiatives, projects and grants.
2. To support post-award research teams within the Institute, supporting the 'lead-researcher' in achieving the research targets.
3. To ensure that all research projects, within the selected Institute, that involve external funding fully abide by the financial and operational metrics and guidelines that are set out by the external agency concerned.
4. To act as the MCAST expert and information source on at least one specific research funding scheme, liaising with the Managing Authority concerned and other relevant stakeholders to ensure full knowledge on the particular scheme.
5. To assist in identifying technologies and methodologies that can support and build upon the MCAST research framework.
6. To support the Research Ethics Board in analysing and reporting on research proposals pertaining to the identified Institute.
7. To carry out monthly KPI reporting on the research endeavours with the identified Institute, maintaining detailed records on all of the established research metrics.
8. To work closely with colleagues and key staff for the building of a culture that is conducive to that of an active research mindset.
9. To demonstrate a personal commitment to the MCAST mission, integrity, equity and value systems, including teamwork and continuous professional improvement.
10. To convene regular and formalised meetings on research progress with colleagues and key staff within the identified Institute.
11. To contribute towards a campus environment that promotes a sense of belonging amongst staff and students.
12. To agree personal performance targets and goals with the Director of Research.
13. To nurture new thinking and ideas into innovative research streams, supporting the introduction of curiosity-driven research within the identified Institute.
14. The list of duties can change according to the exigencies and demands of MCAST within the same grade of the post.