



**Post Specification – Competition 033242**

<b>Post Title:</b>	Enable Project Manager
<b>Post Status:</b>	2 years, Specific Purpose Contract (Full Time)
<b>Department/Faculty:</b>	Enable Research Programme, School of Computer Science and Statistics, Trinity College Dublin, the University of Dublin (TCD)
<b>Location:</b>	Trinity College Dublin, the University of Dublin, College Green, Dublin 2, Ireland
<b>Reports to:</b>	Professor Siobhán Clarke
<b>Salary:</b>	Appointment will be made on the Irish Universities Association Researcher Salary Scales at Level 2, in-line with Government Pay Policy €36,854 - €42,603, no higher than point 6.
<b>Closing Date:</b>	12 noon 28th August 2018

Enable is a research programme (<http://enable-research.ie/>), which is hosted by the CONNECT Centre (<https://connectcentre.ie/>), part of Trinity College, Dublin. Enable's focus is on connecting communities to smart urban environments through the Internet of Things. It is funded by Science Foundation Ireland, and is co-funded by the European Regional Development Fund.

Enable, CONNECT and the Smart City Team in Dublin City Council (DCC) are currently leading a multi-stakeholder collaboration platform focused on exploring the development of Smart Cities and in particular the potential of IoT. The project includes a number of elements such as working with academics, Industry partners and start-ups to develop applications which exploit the capabilities of sensing technologies, identify innovative new business models and consider how the implementation and use of Big Data, Analytics and Urban Data Management Platforms will impact city life in the decades to come. A key initiative of this collaborative platform has been the establishment of the Smart Docklands Testbed in Dublin.

The Smart Docklands Testbed was officially launched in February 2018 at a global gathering of

city technology and information leads hosted in partnership with Harvard Technology and Entrepreneurship Centre. The Docklands area was chosen as it has unique potential as a smart city district, having a mix of infrastructure, mobility options and a diverse demographic. There is also a high concentration of new buildings and investment in the area thanks to its designation as a 'Strategic Development Zone' by Dublin City Council. In addition, the area already contains a wide range of connectivity options (3G, 4G, LPWAN) and 'smart' connectivity assets. Equally important is the engagement of local businesses, start-ups, community and residents. You can learn more about the project on [www.smartdocklands.ie](http://www.smartdocklands.ie)

We are currently seeking a Project Manager to join the team. The main role of the Project Manager will be to act as the coordinator between Enable and the Dublin City Council's Smart City Team , and crucially to support the delivery of the next phase of the Smart Docklands initiative. The appointee will be expected to take up his/her duties as soon as possible.

### **Post Summary**

Enable's research strands address a variety of challenges, specifically those relating to sensing and actuation at large scale in dynamic environments, analysis of large volumes of data (with challenging properties such as uncertainty and heterogeneity, security and privacy concerns) and engaging citizens in a co-design approach.

CONNECT is Ireland's Future Networks and Communications Research Centre whose mission is to research, develop and innovate new communications solutions to address many of the challenges facing society. Enable is also linked to Insight (<https://www.insight-centre.org/> ), which is Ireland's Data Analytics Research Centre, and Lero (<https://www.lero.ie/> ), Ireland's Software Research Centre.

The academic researchers at these organisations work in partnership with over 25 companies aiming to address a wide range of topics including water management, air pollution, transport congestion, data privacy and cyber security. The DCC-CONNECT-Enable programme involves collaboration across multiple Research groups, industry partners and co-funding agencies, and ability to understand and explain these structures will be important for the role.

The successful candidate will work alongside the Enable Research Team from within the Smart Docklands Team. S/he will have responsibility for the delivery of allocated funded research projects/programmes. S/he will work closely with Research groups to support the commercialisation of outputs from Enable research projects either through liaison with relevant SFI Centre staff and/or the relevant University tech transfer offices. The role may involve evaluating different funding mechanisms to help develop technologies e.g. TIDA.

The ideal candidate will have previous experience in the management of academic industry interactions and familiarity with reporting required for research programmes funded through SFI and other funding agencies; as well as knowledge of Smart City technologies and current issues / opportunities relating to these technologies.

### **Standard duties and Responsibilities of the Post**

- Responsibility for the coordination, planning and implementation of project workshops, events and meetings including events to promote innovation that is directed by DCC and which exploits Enable outputs;
- Monitoring, collection and timely reporting of all project outputs, milestones and deliverables to the Enable Management team and associated co-funding agencies;
- Responsibility for the operational project management of Enable and DCC collaborations with a focus on 'Close to Market' (high TRI level) services and products;
- Understanding the technology developments and IOT (Internet of Things) use cases underway in Enable; Communicating these advances and the use cases to DCC and collaborating companies;
- Coordinating DCC, Industry and Enable stakeholders to advance the Smart Docklands initiatives and coordinating with the Smart Dublin Initiative team in DCC to ensure alignment of the research initiatives with relevant local, regional and national strategies;
- Mapping the various initiatives of relevance in the city, including those (but not limited to) exploiting multiple sensing technologies, including video;
- Working with relevant groups in DCC to advance any of the above;
- Attending meetings of relevance to Smart Docklands and Smart Dublin where

- appropriate; and meeting with stakeholders through-out the city and nationally;
- Attending and demonstrating progress at showcase events and where necessary preparing materials for showcasing;
  - Identification of IP coming from industry facing research programme/projects and liaison with the relevant University Tech Transfer for designated project/programme IP issues;
  - Responsibility, when requested, for administration support in preparing and evaluating grant applications for new Smart City opportunities;
  - Other roles as assigned by the Enable Director and Executive Director with regard to supporting the Enable and DCC collaboration.

### **Person Specification/Qualifications**

- Candidates must have a MSc degree or equivalent in a relevant discipline
- A PhD or a track record of research would be advantageous.

### **Essential Knowledge & Experience:**

- Minimum of 4 years' experience working within the IT / IT Consulting Industry or an environment where you had substantial contact with either;
- Strong focus on research for or with industry;
- Proven experience of managing internal and external customer relationships on behalf of the organisation.

### **Desirable Knowledge and Experience:**

- Experience of managing and/or coordinating Industry-Academic research projects;
- Previous experience in managing multiple projects across diverse science or engineering disciplines would be of considerable advantage;
- Previous experience in preparing funding applications and a practical understanding of national, European funding schemes;
- Previous experience and the ability to demonstrate the use of Project Management

methodologies and structures is desirable

- Knowledge of latest Smart City Technology Developments;
- Awareness of Dublin's Technology Ecosystem and research landscape;
- Familiarity with the process of Innovation Management, Design-Thinking and similar techniques highly desirable.

The ideal candidate will have demonstrated experience of working in a multi- faceted team environment. S/he will work well under pressure and have the ability to work on his/her own initiative

### **Skills and Competencies:**

- Excellent analytical skills - can identify a problem/risk and propose solutions to multi-faceted problems (essential);
- S/he will have excellent, interpersonal, communication and presentation skills – both written and verbal;
- S/he will be an effective and persuasive communicator with the ability to influence in a positive way and strong negotiation skills;
- Excellent time management skills and highly organized. The ability to meet deadlines while working on multiple projects simultaneously, to prioritise tasks and see through to completion (essential);
- Flexible approach – available to work outside normal hours are required on an occasional basis (essential);
- Resourceful / conscientious and self-motivated individual with a 'can do attitude' – ability to see tasks through to completion (essential);
- Excellent IT skills including experience with MS Excel, Word, Access, PowerPoint, outlook and Google Business Suite.

### **Application Information**

In order to assist the selection process, candidates should submit a Curriculum Vitae and a Cover Letter (1x A4 page) that specifically address

the following points in their application:

- Give examples of your involvement in managing complex customer relationships involving multiple stakeholders on behalf of the organization;
- Illustrate, through past example, the ability to work on your own initiative and resolve problems, deliver results and impact;
- Relevant knowledge or experience related to smart cities and urban development

**Note:**

Please note: Candidates who do not address the application requirements above in their cover letter will not be considered at the short list stage.

Candidates should note that the interview process for this appointment may include the delivery of a presentation and may include a test of practical skills.

**Further Information for Applicants**

URL Link to Area	<a href="http://www.tcd.ie">www.tcd.ie</a>
URL Link to Human Resources	<a href="https://www.tcd.ie/hr/">https://www.tcd.ie/hr/</a>
URL Link to Enable	<a href="https://www.enable-research.ie/">https://www.enable-research.ie/</a>
URL Link to Smart Docklands	<a href="https://www.smartdocklands.ie/">https://www.smartdocklands.ie/</a>

## **Trinity College Dublin, the University of Dublin**

Trinity is Ireland's premier university, with a proud tradition of excellence stretching back to its foundation in 1592. The oldest university in Ireland, and one of the oldest in Europe, today Trinity sits at the intersection of the past and the future, and is ideally positioned as a major university in the European Union. Our 47-acre campus is located in the heart of Dublin city centre and is home to historic buildings dating from the University's establishment, as well as some of the most cutting-edge teaching and research facilities in Ireland. Students at Trinity benefit from a unique educational experience across a range of disciplines in our three faculties – Arts, Humanities, and Social Sciences; Engineering, Mathematics and Science; and Health Sciences. The pursuit of excellence through research and scholarship is at the heart of a Trinity education, and our researchers have an outstanding publication record and strong record of grant success.

Trinity has developed [18 broad-based multidisciplinary research themes](#) that cut across disciplines and facilitate world-leading research and collaboration within the University and with colleagues around the world. These internationally recognised themes include such diverse areas as Cancer, Immunology, Telecoms, Identities in Transformation, Nanoscience, Neuroscience, and Making Ireland. Researchers from across the University work together in innovative ways to develop new and exciting approaches to their research and explore the frontiers of knowledge in the 21<sup>st</sup> century. In creating these dedicated research themes, Trinity's researchers are able to become a more powerful force on the global stage, successfully competing for large-scale grants and attracting top students and faculty to the University. Trinity is home to Ireland's first purpose-built Nanoscience research institute, CRANN, which opened in January 2008. This state-of-the-art facility houses 150 scientists, technicians, and graduate students in specialised laboratories, fostering creative innovations that have seen Trinity's researchers make significant breakthroughs.

The Trinity Long Room Hub for Arts and Humanities Research Institute is the University's flagship institute for research in the Arts and Humanities, providing a world-class environment for cross-disciplinary collaborative projects. The Long Room Hub provides a central location through which the University's internationally respected Arts and Humanities research can become more visible, demonstrating its relevance for contemporary and future societies.

Researchers from across the University regularly participate in debates on topical issues facing the world today. As well as operating an International Visiting Research Fellowship programme, the Long Room Hub also hosts major EU-funded Digital Humanities projects.

One of the most instantly recognised parts of Trinity's campus is the famous Old Library, home to the historic Book of Kells as well as other internationally significant holdings in manuscripts, maps, and early printed material. Trinity's Library is the largest research library in Ireland and is an invaluable resource to Trinity's students and research community. Built up over the four centuries of the University's existence, the Library's collections have benefitted from its status as a Legal Deposit library for the past 200 years, granting Trinity the right to claim a copy of every book published in Ireland and the UK. At present, the Library's holdings span approximately 4.25 million books, 22,000 printed periodical titles, and access to 60,000 e-journals and 250,000 e-books.

Trinity attracts top students from Ireland and abroad and prides itself on the consistently high standard of student admitted to the University every year. These students are drawn to Trinity for the excellence of our research-led teaching and for the quality and prestige a degree from this University confers. Trinity has also pioneered accessibility to education in Ireland, becoming the first university in the country to reserve 15% of its undergraduate places for students from non-traditional learning groups. Trinity is the top-ranked European university for student entrepreneurship and Europe's only representative in the world's top-50 universities.

Our alumni have gone on to shape the history of Ireland and of Western Europe in a wide range of fields. These include such notable figures as Jonathan Swift, Oscar Wilde, William Rowan Hamilton, Edmund Burke, William Stokes, Denis Burkitt, Louise Richardson, Lenny Abrahamson, and Anne Enright. Three of Trinity's graduates have been awarded Nobel prizes: Ernest Walton for Physics in 1951; Samuel Beckett for Literature in 1968; and William Campbell for Physiology / Medicine in 2015. Trinity also counts the first female President of Ireland among its alumni in Mary Robinson, as well as other notable former Presidents Douglas Hyde and Mary McAleese. At Trinity we are justifiably proud of our tradition, and we strive to uphold this excellence as we face the demands of the 21<sup>st</sup> century.

## Ranking Facts

Trinity is the top ranked university in Ireland. Using the QS methodology, the University is ranked 104th in the world and using the Times Higher Education World University Rankings methodology Trinity is 117<sup>th</sup> in the world.



## Overall

- Trinity is Ireland's No.1 University in the QS World University Ranking, THE World University Ranking and the Academic Ranking of World Universities (Shanghai).
- Trinity is ranked 104th in the World, and 36th in Europe, in the 2018/2019 QS World University Ranking.
- Trinity is ranked in the Top 120 for Graduate Employability in the QS 2018 Rankings.
- Trinity is in the Top 50 most innovative universities in Europe according to Reuters.<sup>1</sup>
- Between 2010 and 2015, Trinity was ranked the top university in Europe for entrepreneurship according to Pitchbook's independent analysis.<sup>2</sup>

<sup>1</sup> <http://www.reuters.com/article/us-innovative-stories-europe-idUSKCN0Z00CT>

<sup>2</sup> <http://pitchbook.com/news/reports/2015-2016-pitchbook-universities-report>

## **Internationalisation**

- Trinity is ranked 52nd in the world in the THE World University Ranking for international outlook.

## **Research Performance**

- Of the 981 institutions included in the THE World University Rankings for 2017, Trinity is in the top 15% internationally for research performance.
- Trinity is ranked in the top 15% internationally by QS for citations.

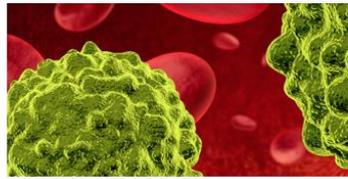
## **In the QS World University Subject Rankings:**

- Trinity is ranked in the top 50 worldwide in four subject areas according to the QS World University Subject Rankings 2018. The University is ranked in the top 100 globally for 20 subjects overall.
- Trinity's Top 50 subjects include Nursing (25<sup>th</sup>), Classics (28<sup>th</sup>), English (28<sup>th</sup>) and Politics (43<sup>rd</sup>).
- Trinity is ranked in the top 100 for each of the following 16 subjects: History, Languages, Philosophy, Theology, Computer Science, Biology, Medicine, Pharmacy, Chemistry, Geography, Materials Science, Education, Law, Social Policy, Sociology and Sport.
- The University is ranked in the top 100 for three broad subject areas: Arts & Humanities (57<sup>th</sup>), Life Sciences & Medicine (87<sup>th</sup>), and Engineering & Technology (89<sup>th</sup>).

## Research Themes



**Ageing**



**Cancer**



**Creative Arts Practice**



**Creative Technologies**



**Digital Engagement**



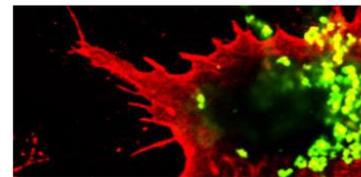
**Digital Humanities**



**Genes & Society**



**Identities in Transformation**



**Immunology, Inflammation & Infection**



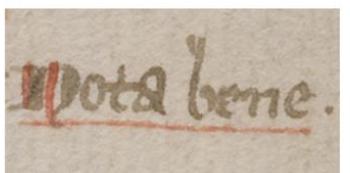
**International Development**



**International Integration**



**Making Ireland**



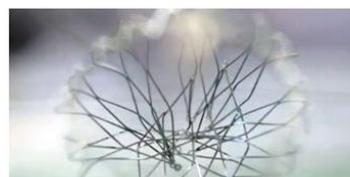
**Manuscript, Book and Print Cultures**



**Nanoscience**



**Neuroscience**



**Telecommunications**



**Smart Sustainable Planet**



**Next Generation Medical Devices**

## **The Selection Process in Trinity**

The Selection Committee (Interview Panel) may include members of the Academic and Administrative community together with External Assessor(s) who are expert in the area. Applications will be acknowledged by email. If you do not receive confirmation of receipt within 1 day of submitting your application online, please contact the named Recruitment Partner on the job specification immediately and prior to the closing date/time.

Given the degree of co-ordination and planning to have a Selection Committee available on the specified date, the University regrets that it may not be in a position to offer alternate selection dates. Where candidates are unavailable, reserves may be drawn from a shortlist. Outcomes of interviews are notified in writing to candidates and are issued no later than 5 working days following the selection day.

In some instances the Selection Committee may avail of telephone or video conferencing. The University's selection methods may consist of any or all of the following: Interviews, Presentations, Psychometric Testing, References and Situational Exercises.

It is the policy of the University to conduct pre-employment medical screening/full pre-employment medicals. Information supplied by candidates in their application (Cover Letter and CV) will be used to shortlist for interview.

Applications from non-EEA citizens are welcomed. However, eligibility is determined by the Department of Jobs, Enterprise and Innovation and further information on the Highly Skills Eligible Occupations List is set out in Schedule 3 of the Regulations <https://www.djei.ie/en/What-We-Do/Jobs-Workplace-and-Skills/Employment-Permits/Employment-Permit-Eligibility/Highly-Skilled-Eligible-Occupations-List/> and the Ineligible Categories of Employment are set out in Schedule 4 of the Regulations <https://www.djei.ie/en/What-We-Do/Jobs-Workplace-and-Skills/Employment-Permits/Employment-Permit-Eligibility/Ineligible-Categories-of-Employment/>. Non-EEA candidates should note that the onus is on them to secure a visa to travel to Ireland prior to interview. Non-EEA candidates should also be aware that even if successful at interview, an appointment to the post is contingent on the securing of an employment permit.

## **Equal Opportunities Policy**

Trinity is an equal opportunities employer and is committed to employment policies, procedures and practices which do not discriminate on grounds such as gender, civil status, family status, age, disability, race, religious belief, sexual orientation or membership of the travelling community. On that basis we encourage and welcome talented people from all backgrounds to join our staff community. Trinity's Diversity Statement can be viewed in full at <https://www.tcd.ie/diversity-inclusion/diversity-statement>.

## **Pension Entitlements**

This is a pensionable position and the provisions of the Public Service Superannuation (Miscellaneous Provisions) Act 2004 will apply in relation to retirement age for pension purposes. Details of the relevant Pension Scheme will be provided to the successful applicant.

Applicants should note that they will be required to complete a Pre-Employment Declaration to confirm whether or not they have previously availed of an Irish Public Service Scheme of incentivised early retirement or enhanced redundancy payment. Applicants will also be required to declare any entitlements to a Public Service pension benefit (in payment or preserved) from any other Irish Public Service employment.

Applicants formerly employed by the Irish Public Service that may previously have availed of an Irish Public Service Scheme of Incentivised early retirement or enhanced redundancy payment should ensure that they are not precluded from re-engagement in the Irish Public Service under the terms of such Schemes. Such queries should be directed to an applicant's former Irish Public Service Employer in the first instance.

## Application Procedure

### Application Procedure

Applicants should submit a full Curriculum Vitae to include the names and contact details of 3 referees (including email addresses) together with a cover letter (1 x A4 page) that specifically addresses the application procedure set out above, to:-

**Name: Emma Leahy**

**Email: [emma.leahy@tcd.ie](mailto:emma.leahy@tcd.ie)**