

**Technician/Technical Manager [select as appropriate]**

**GRADE 8**

**Job Purpose**

To provide advanced technological and/or specialist services and expertise in relevant area. Play a key role in co-ordinating and overseeing all technical aspects of a diverse research/teaching service or activities. Provide strategic and functional senior technical leadership to PI’s, research/teaching staff, technicians and students, operating in a specialist area through management or by being a senior individual specialist responsible for managing major services and/or projects acting with a significant degree of independence. Develop and deliver leading edge techniques and practice.

May have management responsibility for a diverse specialist technical service area comprising significant numbers of staff.

**Main Duties and Responsibilities**

1. Provide recognised expert guidance to other technical specialists. Be responsible for all managerial aspects of the specialist service area including contributing to the strategic direction of research/teaching, provision of specialist advice and training to service users, management of resources (including technical and operational staff), financial management and responsibility for health and safety, ensuring compliance with legislative requirements, University policy, and best practice.
2. Contribute towards the technical service/College/School’s strategic objectives by providing appropriate vision, technical leadership and operational control. Anticipate and direct future change and oversee planning that has long-term reach and focus. Ensure implementation of strategic priorities, driving service improvement and supporting organisational change.
3. Develop novel techniques or systems and lead on policy development with a significant influence upon strategy, structure and development of activity within the service area. Develop and deliver leading edge techniques and practice through innovative design of complex apparatus/equipment/systems or usage/application of specialist machines equipment.
4. Make a leading contribution to shaping the plans of the service area/research/teaching group plans. Develop a vision and strategic plans for operational activities in line with technical service/College/University objectives, as a member of the management team or senior individual specialist.
5. Manage the provision of operational services and resources including space and facilities with the aim of providing a high quality learning and teaching environment and an efficient and collaborative research/teaching environment.
6. Present research methodologies, data and findings at national/international level and make a leading contribution to publications within specialism. Actively contribute to subject specialism through learned societies, professional bodies, broader review and editorial processes.
7. Make a significant expert contribution to major funding bids and related activities.
8. Determine priorities and allocate resources to meet planned objectives and requirements.
9. Develop/improve the capability of staff within area of work, motivating and mentoring staff to better meet the current and future requirements of the work area.
10. Be responsible for the management of and compliance with relevant Health and Safety and/or other specialist legal requirements. Maintain all necessary records in accordance with set requirements, keep up to date with developments or legal changes relevant to the work of the research/teaching group/School and advise and train group members as appropriate. Report any potential issues to the PI and/or relevant internal or external bodies timeously.
11. Work collaboratively with others, including within the wider College/School/Group and University where relevant with external contacts, to enhance the delivery of the service/research/teaching aims, promote the technical community and support the broader strategic aims of the University, including for the Technician Commitment <https://www.gla.ac.uk/myglasgow/staff/technicians/> and other UK-wide initiatives.
12. Undertake any other reasonable duties as required by Head of Service/School.
13. Contribute to the enhancement of the University’s international profile in line with the University’s Strategic Plan, World Changers Together and contribute to outreach activities.

**Qualifications**

Ability to demonstrate the competencies required to undertake the duties associated with this level of post having acquired the necessary professional knowledge and management skills in a similar or number of different specialist roles. Or: Scottish Credit and Qualification Framework level 9, 10 or 11 (Ordinary/Honours Degree, Post Graduate Qualification), or equivalent, including being professionally qualified in relevant discipline, with a broad range of professional experience in a management role(s).

**Knowledge, Skills and Experience**

* Significant breath or depth of specialist technical knowledge and recognised as an expert in the relevant discipline or project. Details of the discipline/project are as described in the post-specific information and advert.
* Recognised as an expert and authority in a technical field
* Demonstrable knowledge of relevant legislative requirements applicable to the role, including but not limited to Health and Safety.
* Significant IT skills, including proficient user of relevant specialist or bespoke software packages.
* Proven analytical and technical/scientific problem-solving capability gained over a substantial period of working at progressively higher levels of technical complexity and influence.
* Full understanding of a broad and/or complex technical or scientific field.
* Proven interpersonal and communication skills, including the ability to understand, conceptualise and interpret complex technical requirements of a research/teaching group and adapt own style to meet the needs of others.
* Excellent teamworking, leadership and people management skills, with ability to collaborate with multiple internal and external stakeholders for effective project management.
* Ability to plan and prioritise a technical service to meet long term strategic objectives, whilst delivering a day-to-day service.
* Significant relevant work experience within a similar research/teaching services environment, including evidence of previous outputs and professional development.
* Experience of contributing to the development of a research/teaching services strategy, planning resource allocation and achieving high-quality research/teaching outputs.
* Experience of managing high value budgets, including knowledge of procurement and tendering processes to inform decision making, approving spends and monitoring expenditure on behalf of others.
* Experience of preparing analysis and presentation of data to publication standard
* Experience of operating independently in progressing and delivering research/teaching goals within set timescales.