

Skills Development Officer - HyDEX

Job Ref: REQ221470

As part of the University's ongoing commitment to redeployment, please note that this vacancy may be withdrawn at any stage of the recruitment process if a suitable redeployee is identified.

Project Description:

The HyDEX programme has been designed to foster the creation of a new hydrogen industrial economy in the Midlands. Working with researchers, industry and the public sector the £5m Research England funded programme will accelerate innovation, build markets and support the development of skills. The three-year programme, led by Keele University in partnership with the Universities of Loughborough, Nottingham, Birmingham, Warwick, Cranfield, Aston and Leicester, will create a platform in which the eight university partners associated with the Midlands-based Energy Research Accelerator, ERA, will make available their hydrogen facilities, research capability and expertise, and large-scale hydrogen demonstrators that they have developed. We will work with businesses, particularly in the transport and heating sectors, to allow them to accelerate the development of new hydrogen products, transition from declining industrial sectors, train and re-skill, demonstrate the viability of new products, and – by working with local government and local authorities – support the creation of a market for low-carbon hydrogen solutions as part of the net zero transition. Moreover, the ERA universities will use their international connections to link businesses with growing international markets in countries such as China, Australia and South Korea to build commercial opportunities that reach beyond the Midlands and the UK.

For more information on HyDEX see <https://hydex.ac.uk/>

Job Description

Job Grade: Management and Specialist Grade 6

Job Purpose:

The HyDEX Skills Development Manager is an exciting new role to manage the delivery a range of learning opportunities for the development of a Hydrogen Economy in the Midlands. The role holder will join the HyDEX programme within the Energy Research Accelerator team, hosted at Loughborough University.

Working with academic and professional services colleagues across the HyDEX partnership, the main duties will include building an understanding of the Hydrogen-related learning and skills capability across the region. This knowledge will be used to create development programmes for upskilling, re-skilling and meeting the training and development demands of industry and other sectors in the region, for the transition to a Hydrogen economy. The post holder will liaise closely with a wide range of stakeholders to understand the skills needs for a hydrogen-ready workforce, most likely this activity will focus around level 3 and levels 6/7 whilst also building on existing activity in the Energy Research Accelerator in support of researcher development (e.g. ERA Skills Academy, C-DICE). Some travel across the Midlands and internationally may also be involved. This full time, 30-month role is fully funded by Research England.

Key deliverables will be to establish hydrogen programmes as components to current apprenticeship programmes, CPD programmes, researchers and for outreach. The role will be situated in the HyDEX team as part of the Energy Research Accelerator, and will work closely with HyDEX colleagues including the policy, business engagement and international engagement managers in the project and with other projects such as the Centre for Postdoctoral Development of Infrastructure, Cities and Energy (C-DICE). The role will report the Head of ERA Skills & C-DICE Director and is based at Loughborough University and is based at Loughborough University in the School of Architecture, Building and Civil Engineering.

Job Duties:

- To establish hydrogen programmes as components to current apprenticeship programmes, CPD programmes, researchers and for outreach
- To manage and be responsible for project management of the HyDEX Skills work package.
- To build close working relationships with key stakeholders throughout the HyDEX network, including universities, industry, local authorities, skills delivery partners (e.g. FE colleges).
- To monitor and report on the outcomes of the activities undertaken in the programme.
- To promote the HyDEX opportunities to Schools, FE colleges industry and businesses to ensure the take-up of training and development
- To lead the formation of consortia comprising academia and industry to address specific future skills challenges for Hydrogen.
- To work closely with individual academics to ensure suitable translation of learning materials at the appropriate level
- To develop wider linkages with industrial, international and other stakeholders in Hydrogen
- To report regularly to the HyDEX Management Board on progress on all aspects of the project and recommend next steps.
- Travel to attend meetings with project partners and stakeholders
- To formulate detailed plans for engagement, including bringing together industrial and academic researchers and actors in the field in close coordination with the wider HyDEX team
- To maintain confidentiality and ensure that Intellectual property is respected when dealing with collaborators
- Undertake other duties as may be reasonably expected

Points To Note

The purpose of this job description is to indicate the general level of duties and responsibility of the post. The detailed duties may vary from time to time without changing the general character or level of responsibility entailed.

Special Conditions

All staff have a statutory responsibility to take reasonable care of themselves, others and the environment and to prevent harm by their acts or omissions. All staff are therefore required to adhere to the University's Health, Safety and Environmental Policy & Procedures.

All staff should hold a duty and commitment to observing the University's Equality & Diversity policy and procedures at all times. Duties must be carried out in accordance with relevant Equality & Diversity legislation and University policies/procedures.

Successful completion of probation will be dependent on attendance at the University's mandatory courses which include Respecting Diversity and, where appropriate, Recruitment and Selection.

Organisational Responsibility

Reports to C-DICE Director and Head of ERA and HyDEX Skills.

Person Specification

Your application will be reviewed against the essential and desirable criteria listed below. Applicants are strongly advised to explicitly state and evidence how they meet each of the essential (and desirable) criteria in their application. Stages of assessment are as follows:

- 1 – Application
- 2 – Test/Assessment Centre/Presentation
- 3 – Interview

Essential Criteria

Area	Criteria	Stage
Experience	Substantial related professional experience in an academic or industrial environment	1, 3
	Qualifications and / or experience of training/educational development and / or the development of technical CPD, apprenticeships or outreach	1, 3
	Proven experience of developing strategies relating to skills development with appropriate underpinning evaluation methods	1, 3
	Proven experience of interfacing with government/industry/civil society and developing strong relationships with partners and stakeholders.	1, 3
Skills and abilities	Ability to communicate complex information clearly and to encourage a commitment to learning in others	1, 3
	Proven ability to coordinate, develop and evaluate educational interventions, targeted appropriately for different levels	1, 3
	Ability to work co-operatively and flexibly as part of a team, think logically, interpret policy, show initiative and develop procedures	1, 3
	Experience of working with external (academic and Industrial) partners in skills programme delivery	1, 3
	Excellent project management skills	1, 3
	Excellent written and oral communication skills	1, 3
	Excellent written and oral communication, and IT skills	1, 3
	Self-motivated with proven ability to be proactive, to prioritise tasks, meet deadlines and manage own workload independently without close supervision	1, 3
	Ability to interact with different academic and industrial partners and stakeholders	1, 3
	Excellent interpersonal, negotiation and influencing skills; ability to maintain confidentiality, and to deal with a wide variety of people at all levels using effective judgement, tact and diplomacy.	1, 3
Training	Willingness to undertake appropriate further training and to adopt new procedures as and when required	1, 3
	Able to demonstrate commitment to developing career through personal and professional development.	1, 3
Qualifications	A strong educational background including a good honours degree or equivalent in engineering, science, applied science, science communication and or teaching.	1, 3

	Qualifications and / or experience of training/educational development and / or the development of technical CPD, apprenticeships or outreach	1, 3

Desirable Criteria

Area	Criteria	Stage
Experience	Understanding of the hydrogen sector and key opportunities for the region	1, 3
	Experience of supervising or mentoring students	1,3
Qualifications	Higher degree in a related topic area	

Conditions of Service

The position is full time and fixed term ending on 31st December 2024. Salary will be on Management and Specialist, Grade 6 £32,348 – £42,155 per annum, at a starting salary to be confirmed on offer of appointment.

The appointment will be subject to the University's Terms and Conditions of Employment for staff groups grades 6 and above, details of which can be found [here](#).

The University is committed to enabling staff to maintain a healthy work-home balance and has a number of family-friendly policies which can be found [here](#).

The University offers a wide range of employee benefits which can be found [here](#).

We also offer an on-campus nursery with subsidised places, subsidised places at local holiday clubs and a childcare voucher scheme (further details are available at: <http://www.lboro.ac.uk/services/hr/a-z/childcare-information---page.html>)

In addition, the University is supportive, wherever possible, of flexible working arrangements. We also strive to create a culture that supports equality and celebrates diversity throughout the campus. The University holds a Bronze Athena SWAN award which recognises the importance of support for women at all stages of their academic career. For further information on Athena SWAN see <http://www.lboro.ac.uk/services/hr/athena-swan/>