Loughborough University

Research Officer (Charnwood Borough Council) in *Spatial Data Science*
Healthy & Innovative Loughborough: The Impact Hub
REQ230045

As part of the University's ongoing commitment to redeployment, please note that this vacancy may be withdrawn at any stage of the recruitment process if a suitable redeployee is identified.

The Schools of Design and Creative Arts, and Architecture, Building and Civil Engineering are prominent in their respective fields. They provide a world-class environment for leading researchers and practitioners. People who work there are responsive, persuasive innovators of change, able to instigate creative, intelligent responses to a variety of contemporary global challenges.

Project Description

The position supports research and impact activity for 'The Impact Hub' (TIH) interdisciplinary project, under the auspices of the wider Healthy & Innovative Loughborough (H&IL) project funded by the Department for Levelling Up, Housing and Communities (DLUHC) via the Loughborough Town Deal project. TIH intends to establish a town observatory to record and monitor change occurring in Loughborough from the implementation of the Town Investment Plan and to support future evidence-based decision-making and sustainable regional development. The Research Officer will be based at both Loughborough University and Charnwood Borough Council (CBC), acting as a key liaison between the two teams. Their primary role will be to manage relevant data sources – existing and newly generated – for providing the necessary evidence-base for the observatory. The CBC Research Officer will work closely with the TIH Project Leads, Dr Robert Harland, Dr Falli Palaiologou and Dr Asya Natapov, and the TIH Research Associate and Doctoral Researchers, to identify appropriate datasets and curate them for public display and/or distribution via TIH's regional data observatory. The CBC Research Officer will also play a significant part in engaging with external data providers and other councils holding Town Deals funding. H&IL will exploit the University's expertise in research, enterprise and knowledge to address specific problems identified in the Loughborough Town Investment Plan by:
· providing support for business innovation, entrepreneurship, and growth;
· inspiring people to develop active and healthy lifestyles;
· understanding the town's problems and promoting revitalisation of its centre.

Job Description

Job Grade: Specialist and Supporting Academic Grade 6

Job Purpose

The CBC Research Officer will be responsible for the operation of The Impact Hub's regional data observatory, collecting and analysing relevant datasets and developing and implementing the council's data management plan.

Job Duties and responsibilities

- Conduct comprehensive reviews of CBC's datasets and feasibility assessments about data integration into an online database.
- Formulate detailed data management plans for datasets based on broad guidance from CBC and the TIH project team.
- Work with CBC colleagues, TIH Project Leads (PLs), TIH Research Associate, the Research Data Managers at Loughborough University Library, the Partnership Development Manager for H&IL, TIH doctoral researchers, external partners, and data providers, as required.
- Collect, clean, analyse, and visualise spatial data relevant to Loughborough town, the H&IL and Town Investment Plan interventions.
- Create and manage TIH online database.
- Develop interactive spatial tools and visualisations to support stakeholders in decision-making on local and regional strategies and planning work.
- Design and implement data maintenance strategies for the long-term functioning of the online database.
- Produce data management reports and guidance documents for council officers to support maintenance and reproduction of the database.
- Conduct desktop research review of online urban observatories and identify relevant reliable data sources for Loughborough Town and the East Midlands region, to inform the design and outputs of the online database.
- Support and contribute to CBC's reporting processes as required.
- Undertake data management training and ethical research training provided by Loughborough University and CBC to understand the risks and regulations of collecting, storing and sharing data.
- Support the PLs and TIH team in research and outreach, and work towards academic and non-academic publications, as required.
- Write up regular progress reports and present outcomes.
- Travel to attend meetings and make presentations both within the project partners working group and to external stakeholders.
- To support the project team by enhancing relationships with existing collaborators and by assisting the establishment of relationships with new collaborators.
- To contribute to project promotion and public engagement events.
- Contribute ideas for new research and innovation directions.
- Maintain confidentiality at all times and ensure that intellectual property (IPR) agreements are not violated.
- Engage in training programmes in the University, CBC (or elsewhere) that are consistent with the needs and aspirations of the project and those of the Department.
- Undertake other duties as may be reasonably requested and that are commensurate with the nature and grade of the post.

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 Dr Falli Palaiologou, Senior Lecturer.

Person Specification

Your application will be reviewed with respect to meeting the essential and desirable criteria listed below.
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	Background in local government administration and data science or relevant	1, 3
	Experience of participating in research projects with external collaborators	1, 3
	Developing and authoring data management plans	1, 3
Skills and abilities	Ability to undertake the duties and responsibilities of the post.	1, 3
	Web programming	1,3
	Spatial data visualisation, modelling and statistical analysis expertise in a suitable environment such as GIS or R	1, 3
	Management of large datasets	1, 3
	Ability to work independently and as part of a team	3
	Excellent written and oral communication skills	1, 3
	Self-motivated with ability to meet deadlines	3
	Excellent interpersonal, and organisational skills	3
	Willingness to travel as required (e.g. project team meetings and project dissemination events)	3
	Ability to write technical reports and guidance documents	1, 3
Training	Demonstrate evidence of having undertaken further training	1, 3
Qualifications	Masters degree (MA/MSc/MEng)	1
Other	Commitment to observing the University's Equal Opportunities policy, and relevant CBC policies, at all times	3
	Commitment to observing the University's and CBC's Ethical Policy Frameworks	3

Desirable Criteria

Area	Criteria	Stage
Experience	Experience of working with UK council datasets	1, 3
	Production of technical reports and guidance documents on data management topics	1, 3
	Work across educational, innovation and governmental sectors	1, 3
	Developing data and metadata online archives	1, 3
	Creating web-based data visualisations in Javascript / Mapbox or similar	1, 3
Skills and abilities	Working knowledge of interoperability requirements across software packages	1, 3
	Strong Python skills	1, 3
	Ability to create 'how to' videos for non-technical audiences	1, 3
Qualifications	MSc in Data Management, Data Science, Data Visualisation or similar.	1
Other		

Conditions of Service

The position is full time and fixed term. Salary will be within Specialist and Supporting Academic 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 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/