

Job Description

Job Title: Associate Director, Office for Open Research

Reports To (Job Title): Director of Collection Strategies

Current Job Holder: n/a

Department: University of Manchester Library

Date: May 2025

Job Purpose:

This role will be the University's strategic lead on all aspects of open research, convening academic discourse from across the entire University and acting as a high-profile external advocate for open access to research and new publishing models on Manchester's behalf. The postholder will be a person who is capable of the highest level of strategic change and influence in this complex and significantly contentious area of the University's research activities.

The postholder will ensure that Open Research services play a significant role in supporting the goals of the University and to be responsible for the creation, development and maintenance of the Open Research programme strategy and policies at the University, ensuring the University is at the forefront of Open Research activities nationally and internationally.

Principal Accountabilities:

- To manage the Open Research team and to actively participate in the management of the Collection Strategies Directorate and as part of the Library's wider management structure through the distributed leadership model
- To provide strategic leadership for Open Research activities across the University, working closely with senior stakeholders ensuring that benefits of the Open Research are realised.
- To be a senior advocate for Open Research approaches and principles, in the University and externally
- To identify new opportunities for Open Research and to establish, develop and nurture strategically important relationships both internally and externally to the University to ensure the University remains at the forefront of Open Research developments both nationally and internationally
- To be responsible for the development of a roadmap of activities that will drive the creation and development of Open Research services and infrastructure
- To ensure that a high quality and customer-focused set of Open Research activities is provided to researchers according to their needs and in line with strategies and policies

- To Identify and respond to the key business drivers and those areas of business need which are not adequately supported by current and planned Open Research services and to develop the strategic response and produces business cases for recommended new initiatives
- To provide strategic leadership for the Open Research Team ensuring effective performance and continuous improvement against agreed targets
- To input into the development of a robust infrastructure to support the universities Open Research services

Internal and External Relationships:

- To work with the Library's Executive Team on the strategic impact of open research as part of the Library's high-profile Imagine2030 vision
- To work closely with colleagues across the Library Executive and Leadership Teams and the research community within the University to review the effectiveness of current strategies and policies in supporting Open Research
- To take an active role in the Directorate Management Team supporting the Director of Collection Strategies in developing a coordinated and cooperative approach to prioritising the work of the Directorate in line with strategy, considering service innovation and development issues and leading change
- To engage with University, Library and external stakeholders to ensure that Open Research activities are fully aligned and integrated with other research services and with the research life cycle
- To work closely with the University's Open Research Strategy Group to ensure that Open Research roadmap and activities align closely with University needs
- To engage with external stakeholders to ensure that the University's Open Research activities are fully aligned and integrated with the open research work at other institutions
- To engage with University, Professional Services, Academic, Student, Library and external stakeholders to ensure that the Library's open research services and initiatives are fully aligned and integrated with other relevant Open Research services present and future.
- To work closely with the Head of Subscriptions and Publisher Relations and other Library colleagues on planning for the future provision of scholarly resources

Knowledge, Skills and Experience Needed:

- Sector-leading and internationally-respected knowledge of the Open Research landscape and likely future trends and developments
 - Professionally qualified and possessing a relevant degree/postgraduate qualification plus significant appropriate management and leadership experience
- OR

Extensive vocational and strategic management and leadership experience demonstrating professional development through a series of progressively more demanding and influential work roles, backed by evidence of significant development of appropriate specialist knowledge.

- Significant management experience including staff supervision and motivation, planning and organizing, problem solving, project leadership and matrix management
- Experience of managing and controlling budgets/resources/funding and a good understanding of financial management procedures
- Experience in managing services, programmes, projects and developments
- Excellent interpersonal and communication skills
- Excellent liaison and networking skills and exceptional ability to work in partnership with others
- Strong negotiating and influencing skills
- A strong record of taking an innovative and solutions-based approach to service development
- A strong understanding of the use of, and requirements for Open Research for students and academic users in a research-intensive university
- Significant experience of change management
- Demonstrable personal and professional commitment to the University's strategic goals, themes and values
- Ability to convey a level of confidence and professionalism, positively influencing and persuading others to take a specific course of action when there is no direct line of command or control.
- Evidence of making decisions at the appropriate time, taking into account the needs of the situation, priorities, constraints and the availability of necessary information.
- Experience of dealing with complex problems
- To be responsible for compliance with and the embedding of University policies, procedures and requirements - in particular those relating to academic practice, health and safety; equality, diversity and inclusion; and information governance
- To take an active approach to continuing professional development
- To contribute to an environment that values and celebrates the diverse nature of the University of Manchester's population and to take positive steps to achieve equality in the workplace and to both meet and exceed our obligations under equality legislation
- To ensure the working environment reflects the University's and Library's values
- Such other duties as may reasonably be associated with the grade and a role of this nature
- To work at any Library site as required
- To keep policies, procedures, KPIs and staffing within the team under active review recommending and implementing improvements and changes as necessary

Other Contextual Information / Special Features:

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Budget:

Scott has significant budgetary responsibility including managing the UKRI Open Access block grant (£1.5m in 24/25), grants from other external funders of open access (c£100k) and University budgets associated with open research (c£950k in 24/25). The management of these budgets includes discussions with UKRI and other external funders (e.g. Wellcome) on behalf of the University about spending parameters as well as reporting back on expenditure at the end of the financial year. Scott also reports to senior University committees on open research expenditure, primarily the Open Research Strategy Group chaired by Colette Fagan, Vice President for Research.

Other Dimensions:

Direct Reports:

Open Research Manager (Grade 7)
Open Research Analytics Architect (Grade 7)

The above represents a true and accurate reflection of the requirements of the role.

Job Holder:

Name:	Scott Taylor
Signed:	Scott Taylor
Date:	8.10.25

Manager:

Name:	Sandra Bracegirdle
Position:	Director, Collection Strategies
Signed:	
Date:	8.10.25