

**Job Description: Professional Service Positions**

|  |  |
| --- | --- |
| **College/School:** | Faculty of Humanities and Social Sciences |
| **Job Title:** | Research and Innovation Senior Developer |
| **Department/Subject:** | Faculty of Humanities and Social Sciences |
| **Salary:** | Grade 8 Point 31 (£39,105 per annum) |
| **Hours of work:** | 1.0 FTE – 35 Hours per week |
| **Contract:** | This is a fixed term position to December 2025 |
| **Location:** | This position will be a dual campus role that will require the successful candidate to work in an agile manner. |

|  |  |
| --- | --- |
| **Introduction** | To deliver its sustainable top 30 ambition Swansea University needs a workforce with the differentiated skills necessary to ensure that it can deliver excellence in research, teaching, learning, and the wider student experience, and to be a powerhouse for the regional economy and internationally. |
| **Background information** | The Faculty of Humanities and Social Sciences is seeking to employ a Research and Innovation Senior Developer who will be responsible for leading the growing team engaged in the commercialisation and exploitation of research using digital services and associated facilities, currently known as ‘Innovation Lab Wales (ILW).  The Lab supports the development and testing of software in a variety of areas such as social impact technology, legal technology, and work concerning cyber threats. The software projects will be at the heart of enabling the Lab to provide diverse approaches to solving problems, making the work incredibly varied in conjunction with a broad range of people. Current and to-be-developed projects at the Lab are based on research, proposals, and the requirements of academics, practicing lawyers, NGOs, charities, and other providers working in collaboration with the Lab.  The objective of the software development team is to deliver rapid requirement specification and software prototyping, which will serve as proof-of-concepts for further project proposals or development schemes.  We are looking for an entrepreneurial person, capable of managing their own work and others’, as well as supporting in the software development process, from ideation through to commercialisation. The expectation is that the capacity will grow from the existing team of 2 software developers who work within the Innovation Lab Wales (ILW) which also includes computer facilities and meeting rooms. In short this an opportunity for a driven and innovative person to grow a new set of services and facilities within the University portfolio.  The post-holder will be responsible for ensuring the expected outputs and benefits of our digital commercialisation facilities and services are achieved, and realised, by understanding both faculty and university needs and subsequently translating those needs into operational outputs; working closely alongside colleagues within the faculty and wider university networks in order to do so. This role is critical in ensuring our Research and Innovation focussed digital development team is managed in accordance with faculty and university policies and procedures, meets objectives, and operates efficiently whilst maximising stakeholder engagement and adoption as well as income generation where appropriate to achieve successful delivery.  The successful candidate will have strong operational experience, an entrepreneurial mindset, project management skills, emotional intelligence, exemplary communication skills, political awareness, and the ability to work with and influence a wide range of stakeholders.  The role operates in an environment where autonomy, diplomacy, commercial acumen, confidentiality, and discretion are paramount, requiring sound judgement about the appropriate course of action.  The workload is varied, challenging, and stimulating, requiring personal organisation, flexibility, and an ability to work to deadlines. |
| **Main Purpose of Post** | **Managing and delivering:**   1. Support, and undertake, the management and delivery of activity in the ILW, including software development services to achieve operational and strategic objectives associated with Research & Innovation. 2. Working closely with existing and prospective stakeholders to deliver specific software development or other digital projects to develop our capacity to respond to requests from external parties focused on prototypes and new software solutions. There is also flexibility to expand to tech-enabled pioneering scholarship. 3. Gather, report, and disseminate due diligence and business intelligence, both internal and external to the Faculty and University, that will influence internal decision making on the effective use and application of the ILW 4. Ensure ILW facilities and activities comply with any legal, regulatory or accreditation requirements. 5. Act as the initial point of contact and subject matter expert for all stakeholders in relation to the management of ILW, signposting to colleagues throughout the institution as required in order to effectively inform stakeholders, resolve issues, mitigate risk, and exploit opportunities. 6. Working closely with colleagues within the faculty and wider University, including the ILW Faculty Board to develop and implement operational processes, procedures and standards aligned to national and international standards or compliance legislation as required.   **Marketing, Networking and Engagement:**   1. Market the capabilities and services of ILW, to internal and external stakeholders, and promote the benefits of industrial engagement to researchers and other academic institutions. 2. Identify and develop case studies, or other similar content, related to ILW to be utilised in both internal and externally facing communications and engagement. 3. Provide web content for the faculty web pages that is appropriately focused on promoting the application and use of ILW, including social media opportunities. 4. Facilitate meetings and networking activity between key internal and external stakeholders. 5. Support and deliver sector based, strategically important network events in support ILW activity. 6. Initiate, secure and maintain operational collaborations and/or relations with professionals, statutory and third sector bodies, and academic institutions. |
| **General Duties** | 1. To fully engage with the University’s Performance Enabling and Welsh language policies 2. To promote equality and diversity in working practices and to maintain positive working relationships. 3. To conduct all activities within the University’s environmental requirements as set out in its Sustainability Policy and Environmental Management System, in order to minimise individual and departmental impact. 4. To lead on the continual improvement of health and safety performance through a good understanding of the risk profile and the development of a positive health and safety culture. 5. Any other duties as directed by the Head of College / Department, or their nominated representative expected within the grade definition. 6. To ensure that risk management is an integral part of any decision-making process, by ensuring compliance with the University’s Risk Management Policy. |
| **Leadership Values** | All Professional Services areas at Swansea University operate to a defined set of Core Values ([http://www.swansea.ac.uk/the-university/professional-services-values/](https://www.swansea.ac.uk/the-university/values/professional-services-values/)) and it is an expectation that everyone is able to demonstrate a commitment to these values from the point of application through to the day to day delivery of their roles. Commitment to our values at Swansea University supports us in promoting equality and valuing diversity to utilise all the talent that we have. In addition, the appointee will operate to a defined set of Leadership values. Our values are:  **We are Professional** We take pride in applying our knowledge, skills, creativity, integrity, and judgement to deliver innovative, effective, efficient services and solutions of excellent quality.  **We Work Together**          We take pride in working in a proactive, collaborative environment of equality, trust, respect, co-operation, and challenge to deliver services that strive to exceed the needs and expectations of customers.  **We Care** We take responsibility for listening, understanding, and responding flexibly to our students, colleagues, external partners, and the public so that every contact they have with us is a personalised and positive experience.  Commitment to our values at Swansea University supports us in promoting equality and valuing diversity to utilise all the talent that we have. |
| **Person Specification** | **Values**   1. Demonstrable evidence of taking pride in delivering professional services and solutions. 2. Ability to work together in an environment of equality, trust, and respect to deliver services that strive to exceed the needs and expectations of customers. 3. Demonstrable evidence of providing a caring approach to all of your customers ensuring a personalised and positive experience.   **Management experience**   1. Demonstrable experience of managing a growing team of developers 2. Demonstrable experience of delivering operationally and/or strategically important engagement activity i.e., events/visits. 3. Managing and monitoring finances to ensure that objectives are delivered within budget and achieve value for money. 4. Development of plans, processes, and procedures (or equivalent in line with previous roles) in order to enable successful completion of activities in line with objectives, working under quality, timescale and budget constraints. 5. Identifying and managing risk. Planning, implementing, and monitoring responses to those risks; and 6. Managing and influencing multiple and diverse stakeholders.   **Technical Experience**   1. **Diverse Programming Skills:** Evidence of diverse programming skills across various development platforms, including Full Stack development. 2. **Passion for Quality:** A strong passion for building high-standard software, with examples of quality code to show. 3. **Methodologies Experience:** Experience with software engineering methodologies. 4. **Design Patterns Knowledge:** Practical experience with software design patterns and principles. 5. **Quick Learner:** Ability to quickly assess new technologies and patterns, rapidly developing proof of concepts to demonstrate value. 6. **Version Control:** Experience with version control solutions like Git. 7. **Object-Oriented Programming:** Exposure to object-oriented programming. 8. **Machine Learning:** Exposure to machine learning. 9. **Relational Databases:** Exposure to relational databases. 10. **Team Collaboration:** Experience working within a team in a technical project environment. 11. **Cloud Platforms:** Experience implementing solutions using Cloud-based 'Platform As A Service' offerings (e.g., Azure App Services, AWS Elastic Beanstalk, Heroku). 12. **Continuous Development:** A commitment to continuous professional development.   **Knowledge and Skills**   1. Excellent organisational skills, the ability to manage a variety of tasks simultaneously, and to organise and prioritise own work and that of others in order to meet objectives. 2. Excellent interpersonal skills – tactful and diplomatic with strong skills in building successful relationships and dealing with highly influential internal and external stakeholders. 3. Evidence of effective presentation skills, report-writing skills, and the ability to deliver seminars and workshops. 4. Ability to translate and link and translate strategy into operational outputs. 5. Knowledge of project management methods and processes. 6. Ability to analyse and interpret qualitative and quantitative data. 7. Ability to work in an agile/flexible manner across multiple sites in line with project demand. 8. A thorough working knowledge of Microsoft Office systems.   **Desirable Criteria**   1. **Relevant Degree:** A degree in Computer Science or related fields. 2. **Commercial Experience:** Experience as a software architect/developer across key business areas in a commercial setting. 3. **Data Skills:** Skills in data mining and information extraction. 4. **Azure & AI:** Experience with Azure and related AI technologies. 5. **Database Expertise:** Experience with database design, development, maintenance, and optimization. 6. **Front-End Design:** Experience with front-end design. 7. **Containerization Technologies:** Experience with containerization technologies (e.g., Docker, Kubernetes). 8. **Test-Driven Development:** Experience with TDD. 9. **Documentation Skills:** Experience documenting solutions and architectures to recognized standards using techniques like Agile Modelling, User Stories, Use Cases, UML, or ArchiMate. 10. **Legal Informatics:** Familiarity with legal informatics and Computational Law. 11. **Cyber Security:** Familiarity with cyber security and cyber threats. 12. The ability to communicate in Welsh. 13. Experience of writing formal proposals and funding bids. 14. Experience of administration within an HEI, in particular the processes and procedures; surrounding curriculum change and teaching delivery. |
| **Additional Information** |  |

  