



University of
Strathclyde
Glasgow



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Head of Digital Process Manufacturing Centre (DPMC)

Centre	National Manufacturing Institute Scotland (NMIS) (www.nmis.scot/)		
Faculty	Faculty of Engineering (www.strath.ac.uk/engineering/)		
Staff Category	Administrative and Professional	Reference No	618000
Reports To	Director – Digital Factory, NMIS	Grade	9
Salary Range	£57,696 - £64,914	Contract Type	Fixed Term (24 months)
FTE	1 (35 hours/week)	Closing Date	02/06/2024
Holidays	31 days + 11 statutory days Option to purchase additional holidays.	On Site Facilities	Car parking
Pensions	Contributory pension scheme available to all staff including generous employer contribution.		
Training	Professional Development with Organisational and Staff Development Unit (OSDU) plus external training if required.		
Family Friendly Benefits	Generous parental leave provision, on-campus nursery and options for flexible working.		
Health and Wellbeing	University Sport centre, Occupational Health service, access to health and wellbeing events, cycle to work scheme, Employee Assistance Programme, agile working and established carers support network and carer friendly policies.		

Job Advert

The University of Strathclyde is a leading international technological institution and has a long history of working with industry to deliver strong business growth from access to research and innovation expertise. The latest major initiative continuing to deliver on this track record is through the National Manufacturing Institute Scotland (NMIS).

As a magnet for innovation in advanced manufacturing, the National Manufacturing Institute Scotland (NMIS) group of specialist R&D centres, supports manufacturing, engineering and associated tech businesses of all sizes, to thrive domestically and internationally through accelerating productivity, embracing new digital technologies and achieving net-zero targets.

We turn smart ideas into reality and deliver ground-breaking research.

Coming from diverse backgrounds and disciplines, our passionate team works alongside industry, academia, and the public sector to solve problems, train the workforce of the future and generate the creative ideas that will transform manufacturing.

Ultimately, we are growing the economy, developing a vibrant and skilled talent pool and helping create prosperous, sustainable communities.

NMIS is partnering with the Centre for Process Innovation and North Ayrshire Council to develop the Digital Process Manufacturing Centre (DPMC) at i3 in North Ayrshire, Scotland. The Centre will demonstrate, develop and deliver digital technology to support the UK's process manufacturing sectors' digital challenges.

DPMC will offer practical demonstrations of Industry 4.0 technology to stimulate, encourage and support industry to adopt new and innovative practices in the application of digital strategies to their manufacturing operations by offering hands-on experience. The demonstrations will include a range of opportunities for industry to gain access to examples of control systems, manufacturing execution systems, operational technologies, Augmented Reality, paperless systems, training, performance

the place of useful learning

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management, data visualisation techniques, etc. This experience, available in a controlled environment, aims to improve levels of confidence and demonstrates how digital can improve management decision-making, driving business performance and competitiveness. The physical facility, which will include a networking/training/meeting space, will serve as a focal point and networking hub for companies in the area.

The centre will focus key process sub-sectors including:

- Pharmaceuticals
- Oil & Gas
- Chemicals and Chemical Products
- Agrichemicals
- Food & Drink
- Fast Moving Commercial Goods
- Water (collection, treatment, supply)

The Head of DPMC will provide the leadership, management and vision to the DPMC. The postholder will implement NMIS commercial and operational controls, and administrative and reporting procedures to the DPMC ensuring the centre has the people and systems in place to effectively grow the organisation and ensure financial strength and operating efficiency. The postholder will implement the DPMC strategy and operational management activities which will be undertaken by working closely with DPMC partners, industrial members, funding bodies and University staff. The role will support the ongoing financial sustainability of the Centre through membership, grant funding, and commercial income by engaging with local and international industrial partners, funding agencies and prospective partners/client at the highest level.

Based at the DPMC site, the role will require frequent national and international travel and maintenance of close contact with colleagues at the University's campus in the centre of Glasgow. DPMC is formally linked to the University of Strathclyde through the National Manufacturing Institute Scotland (NMIS).

Job Description

Brief Outline of Job:

The Head of DPMC will be responsible for a variety of duties related to attracting new clients, retaining existing clients and developing further and larger projects with existing clients. Their duties and responsibilities include:

- Providing overall leadership (in conjunction with the management team) including, the development and mentoring of all staff;
- Delivering effective management of business operations and ensuring operational efficiency;
- Leading the financial management of DPMC to enable organisational growth, whilst ensuring financial strength;
- Translating DPMC strategy into operational plans and delivering those plans;
- Leading engagement with members and University stakeholders through appropriate forums;
- Leading engagement with external industrial partners, funding agencies and prospective partners and clients to expand industrial membership and the portfolio of research activities, including the evolution and expansion of the centre and its facilities and capabilities to enable it to meet future sector requirements and challenges;
- Responsibility for site Health & Safety.

Main Activities/Responsibilities:

1.	Manage centre activities, resources and provide leadership, support and direction to staff.
2.	Research businesses, individuals and industry trends to identify potential new clients and markets and ways to serve existing clients better.
3.	Work with clients to identify digital challenges and, where appropriate, turn these into research proposals
4.	Prepare high quality research proposals for submission to funders including Scottish Enterprise, Scottish Government, Innovate UK, Industrial partners and HVM Catapult.
5.	Translate finished projects into Industrial Case Studies.
6.	Lead the centres knowledge exchange to industry and promote public engagement by, for example, establishing research and/or educational links with industry
7.	Contribute to DPMC and NMIS strategy, and establish strong relationships with the Centre, Faculty and University, for example through participation in the senior management team
8.	Liaise with the Business Development and Operations Teams to ensure the support and resourcing of projects and ensure effective delivery to time and cost.

10.	Work with the other members of NMIS Executive Team to establish strategic research and development initiatives in the pursuit of major national and international opportunities, and to ensure effective knowledge management including engagement with academic champions and industry members to maximise value.
11.	Enhance organisational capability in terms of Centre infrastructure, staffing, partnerships and other resources, to establish capabilities able to deliver sustainable programmes and projects that meet the needs of customers, partners and stakeholders.
12.	Enhance the DPMC's profile both nationally and internationally, and promote the Centre to potential members and clients, trade bodies, government agencies, funding bodies, research networks.
13.	Ensure DPMC at all times complies with its legal, regulatory and contractual obligations, including University policies and procedures and the management and control of grants in accordance with their terms and conditions.

Person Specification

Educational and/or Professional Qualifications

(E=Essential, i.e. a candidate must meet all essential criteria to be considered for selection, D=Desirable)

E1 An honours degree in a relevant field or equivalent industrial experience in a relevant role.

D1 PhD in an engineering or manufacturing discipline.

D2 Membership of relevant Chartered/professional bodies

Experience

E2 Experience of working within a manufacturing environment and understanding of manufacturing processes.

E3 Experience of managing and controlling budgets/resources/funding and a competent understanding of financial management procedures.

E4 Experience of commercial/business development activities including operating at a senior level with responsibility for planning, delivery, and safety; and conversant with and have experience in developing and implementing integrated management systems in a controlled environment.

E5 Experience of translating strategy into operational plans and managing the strategic assets to deliver those plans

E6 Experience of undertaking a variety of commercial activities (e.g. sales, project management, marketing, business development, leadership)

E7 Experience of managing a team, ensuring that team members are motivated and developed to meet their own and DPMC requirements, including reviewing individual/team progress and performance and embedding organisational strategy into individual performance planning.

E8 Experience of a range of project management approaches.

E9 Job Related Skills and Achievements

E10 Knowledge of relevant systems, policies, legislation and quality standards

E11 Expert knowledge of project planning and costing techniques and processes gained from an industrial and research background, together with an understanding of UK and global manufacturing supply chain issues.

E12 Excellent verbal and written communication skills including excellent report writing skills and experience of delivering presentations and communicating with a variety of stakeholders

E13 Excellent customer service skills, with experience of responding efficiently and effectively to enquiries

E14 The ability to build relationships, persuade and to negotiate desired outcomes at senior and board level, including with international partners and collaborators

E15 Ability to develop creative approaches to problem solving, with an appreciation of longer-term implications

E16 Sound "political" acumen; an ability to make decisions in a transparent, objective and impartial basis; able to read situations

E17 Ability to assess and organise resources, and plan and progress work activities accordingly.

Personal Attributes

E18 A track record of developing and maintaining a network of contacts throughout own work area.

E19 An ability to represent the whole team and the team ethos and strategy, not just the technical aspects.

Application Procedure

Applicants are required to complete an application form including the name of three referees who will be contacted without further permission, unless you indicate that you would prefer otherwise. Applicants should also submit a Curriculum Vitae and a covering letter detailing the knowledge, skills and experience you think make you the right candidate for the job. Applicants should also complete the Equal Opportunities Monitoring Form.

Other Information

Further information on the application process and working at Strathclyde can be found on our website (<http://www.strath.ac.uk/hr/workforus>).

Informal enquiries about the post can be directed to Stephen Fitzpatrick, Director of Digital Factory (s.fitzpatrick@strath.ac.uk).

Conditions of Employment

Conditions of employment relating to the Administrative and Professional staff category can be found at: [Conditions of Employment](#).

Rewards and Benefits

Our staff have access to a wide range of outstanding benefits that include financial rewards, family friendly and wellbeing benefits and career development opportunities, details of which can be found [here](#).

Pre-employment health screening

An offer of appointment will be subject to a medical assessment by Occupational Health. An individual who accepts an offer of employment must complete a confidential medical questionnaire and forward it to the Occupational Health Nurse within 5 days of receipt. If further information is required the individual may be contacted by the OHN or a Medical Advisor and a personal appointment with the individual may be arranged. An unconditional contract of employment will not be issued until Human Resources receives confirmation that applicant is fit to undertake the duties of the post.

Probation

Where applicable, the successful applicant will be required to serve a 12 month probationary period.

Pension

The successful applicant will be eligible to join the Universities' Superannuation Scheme. Further information regarding this scheme is available from [Payroll and Pensions](#).

Interviews

Formal interviews are anticipated to take place in June 2024.

Equality and Diversity

The University of Strathclyde is a socially progressive institution that strives to ensure equality of opportunity and celebrates the diversity of its student and staff community. Strathclyde is people-oriented and collaborative, offering a supportive and flexible working culture with a deep commitment to our equality, diversity and inclusion charters, initiatives, groups and networks.

We strongly encourage applications from Black, Asian and minority ethnicity, women, LGBT+, and disabled candidates and candidates from lower socio-economic groups and care-experienced backgrounds.

University Values

The University's Values capture what we're all about: who we are, what we believe in and what we stand for. [Our Values](#) have been derived from how we act and how we expect to be treated as part of Strathclyde.

