

## **Research Programme Director at FASoS**

### **Tasks & Responsibilities**

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A Research Programme Director coordinates one of FASoS' research programmes. She/he is also a member of the *Overleg Team Onderzoek* (OTO) which advises the associate dean for research on FASoS's research policies.

#### 1. Core tasks

The work of the Research Programme Director revolves around the following core tasks:

- a) Provide guidance concerning the content and focal areas of the research programme, together with the researchers. Create a stimulating research atmosphere in the research programme with a strong focus on interdisciplinarity.
- b) With the help of the academic secretary, organize the research programme's colloquium series and other activities within the programme.
- c) Take responsibility for the programme's research performance, as measured by the faculty's criteria and assessed in external evaluations in line with the Strategy Evaluation Protocol (SEP).
- d) Provide input for heads of department and the Faculty Board concerning the search profiles for job advertisements as well as the career development and evaluation of individual researchers.
- e) Participate in all OTO meetings to give both input on decisions with regard to the faculty's research policies, and to communicate and help implement these policies within the research programme.
- f) Ensure that the research programme operates in accordance with FASoS policies and procedures as well as within the parameters of the programme's approved budget.
- g) Contribute to and engage in the FASoS quality care systems and implement Faculty Board decisions with regard to research in the research programme.
- h) Provide input for the annual scientific report, research self-evaluation reports and UM website.
- i) Represent the research programme's interests and needs vis-à-vis the FASoS graduate school as well as national graduate schools in the field.
- j) Collaborate closely with department chairs, for example on identification of staff who could apply for grants or to discuss the best moment to apply.
- k) Identify international research trends and corresponding grant opportunities (in collaboration with the Research Support Office).

#### 2. Prerequisites for becoming a Research Programme Director (RPD)

- An RPD is an internationally recognized, excellent scholar in her/his respective field with a strong commitment to interdisciplinary work and with a good track record in publications and acquisition of external grants.
- An RPD is a member of the research programme.
- An RPD is able to manage the research programme and have clear strategic ideas for the long-term development of the programme with regard to its academic agenda and its composition.
- An RPD is familiar with FASoS and UM policies and procedures, and with relevant Dutch rules and regulations in the field of research policy (which implies at least a good passive knowledge of Dutch; ideally more).
- An RPD is a strong team player who can provide academic leadership and inspire colleagues to excel in their research.

#### 3. Appointment procedure

The Research Programme Director is appointed by the Faculty Board for a period of 2 years. Reappointments are possible.

#### 4. Evaluation of the Research Programme Director's performance

The performance of the Research Programme Director is evaluated on a yearly basis by the dean (with input from the associate dean for research).

The associate dean for research will provide input for this evaluation based on a meeting with the Research Programme Director where the following topics will be discussed:

- a) Publications/applications of the research programme
  - General overview of publication and funding application output of the research programme in the previous three years
  - Overview of staff members with no or very few publications/applications in the past year
- b) Budget
  - Most recent budget overview of the research programme
- c) Scouting and coaching
  - Overview of funding applications in preparation
- d) Communication
- e) Discussion of future plans about the management of the research programme

#### 5. Support

A Research Programme Director can enlist the support and advice of the research support office, the associate dean for research, and the dean. She/he may consider creating a board within the research programme (FASoS does not give Solver hours for being such a board member).

The Research Programme Director is supported by an academic secretary in the day-to-day management of the programme.

#### 6. Solver

Being a Research Programme Director is a senior management task at FASoS. From 2017-18 onwards, it will be compensated with 120 Solver hours per annum.