

Grade 7 Technical Specialist/ Laboratory Manager

Summary

There is overlap between the Technical Specialist and Laboratory Manager roles, with the latter having more emphasis on the management of resources, particularly people management. Typical activities in these roles at Grade 7 include:

- Working independently with a focus on original and theoretical research techniques
- Developing methodologies and designing data gathering and analytical techniques and processes
- Attending conferences to present or interact with fellow scientists to network and exchange information
- Collaborating with the principle investigator and colleagues to generate novel research proposals, publications and presentations
- Providing theoretical, scientific and technical support , guidance and training to staff , students and visitors
- Negotiating and implementing contracts
- Providing day to day operational management of a laboratory including the management of resources, specifically finances and personnel
- Providing supervision to junior members of the laboratory
- Maintaining expert knowledge in field of specialism

General Qualifications

A degree in a science subject or equivalent vocational qualification and relevant experience. Some roles may have specific additional requirements.

Expectations of a Technical Specialist/Laboratory Manager at Grade 7:

Communication

Communicates with a range of individuals regarding routine enquiries. Frequently advises others on complex issues and provides expert advice to colleagues and students on own area of expertise. Writes technical specifications, journal articles and material for publication. Demonstrates confidence in delivering presentations to diverse audiences.

Teamwork and motivation

May be required to deliver training to staff and/or students such as induction, safe working practices or demonstrating specialist techniques

Specialist: Works as an active and supportive team member, managing project groups and mentoring fellow team members and may be called upon to demonstrate technical expertise.

Laboratory Manager: Sets goals and mid/short term work plans within the team. Ensures optimisation of resources and takes responsibility for making management decisions at departmental level.

Liaison and networking

Establishes networks within and outside the University to ensure mutual exchange of information and to build an external reputation

Service delivery

Works with customers to define service level agreements. May contribute to project frameworks and development of research policy/protocol.

Manages team members to enable them to proactively deliver a front line service

Decision making

Proactively manages decisions in own area of work as well as on behalf of the team or laboratory. These decisions may have a significant impact in the longer term within the University.

Planning and organising

Organises, prioritises and plans resources. This includes planning and prioritising own work and that of other team members. Additionally may undertake operational planning for the medium term including managing budgets and staff.

Initiative and Problem Solving

Demonstrates ability to solve problems confidently, applying initiative, creativity and judgement using reasoning to break down the issues and assess the different

options. Occasionally deals with complex problems comprising a mass of, often conflicting data, and applies creativity to approach problems from different perspectives.

Analysis and research

Evaluates the optimum method to achieve research objectives. Gathers, analyses and interprets trends in data and uses the results to propose appropriate solutions.

Pastoral care and welfare

Laboratory Manager: Supports the welfare and well being of staff and/or students within the university and needs to be aware of the support services available

Team development

Laboratory Manager: Develops the skills and knowledge of the team. This may involve coaching, mentoring team members or possibly providing advice to peers or a supervisor on a specific aspect of work.

Knowledge and experience

Shows proficiency in own area of expertise and acts as a point of reference to others and demonstrates continuous specialist development