



Further Particulars

This document includes information about the role for which you are applying and the information you will need to provide with the application.

1. Role details

Vacancy reference:	8308
Job title:	Project Officer – REF Publications Linked Data
Reports to:	Research Fellow
Salary:	Ranging from £30,122 – £35,938
Terms and conditions of service:	Academic Related
Grade:	Grade 7
Duration of post:	12 months
Working hours:	Full time – 37 hours per week
Location:	Knowledge Media Institute of The Open University
Closing date:	19 th September 2012
Type of application form accepted:	Standard form
Number of referees required:	Three
Unit recruitment contact:	Ortenz Rose

2. Summary of duties

The Open University's Knowledge Media Institute (KMi) is looking for a Project Office to work on the newly funded REF Publications Linked Data Project.

This is an important fixed-term post designed primarily to help develop and harness the use of Linked Data in support of the University's preparations for REF 2014. The postholder will be employed within the University's Knowledge Media Institute (KMi) and will be a key member of the REF Coordination Team managed from the Office of the University's PVC for Research, Scholarship and Quality.

This will include in particular the modelling and exposure as linked data of newly identified data not already covered by the current datasets, the constant maintenance and update of existing data. The Project Officer will in particular integrate a team working in collaboration with the Digital Engagement and the Open Media Units of the Open University to create linked data-based tools and systems related to improving the discoverability of open educational resources. This is likely to include working with external partners.

The postholder will be required to work closely with colleagues both in KMi and the PVC's Office, as well as members of faculty staff. Key tasks will include:

- The review with others of the existing Research Publication Facility (RPF);
- Design and development of agreed enhancements and additions to the existing system;
- Delivery of an agreed programme of enhancement/development;
- Maintenance and user-support of the live RPF system;
- Direct liaison with users during the REF preparation period, to handle and progress queries and issues etc. as they arise;
- The postholder will also be expected to devise and introduce additional features to the RPF should they be identified as REF Preparations proceed – e.g. improved MI reporting for the REF Coordination Team and the Institutional Research Review Team (IRRT);
- Undertake such other duties as may be required from time-to-time by appointed line/project managers in support of REF preparations and related systems.

The use of linked data to support Research and Scholarship is an exciting field of research development in its own right, and part of the postholder's role will be to work in association, as directed, with select colleagues in KMi, the PVC's Office and elsewhere to identify other relevant opportunities for using linked data in support of the Research and Scholarship agenda, where this is considered appropriate and workload allows. The postholder's primary responsibility however, will be direct support of the OU's REF submission.

The postholder will be co-located in KMi and the Office of the PVC Research, Scholarship and Quality as a core member of the REF Coordination Team (RCT). They will work under the supervision of a key academic in the field and the Senior Manager Research Knowledge and Information as a member of the REF Coordination Team. The postholder will be responsible for the further development and maintenance of the OU's REF Publication Facility (RPF), as well as for liaison with respect to other software infrastructures where applicable and relevant to supporting the University's preparations for the REF and, where appropriate, to research management more generally at the OU. The postholder will be required to liaise with and provide an RPF user-support service to all academic and other relevant administrative units e.g. Library and IT, in fulfilling their role.

The RPF is a software infrastructure based on state-of-the-art Web technologies, especially Linked Data that facilitates collaborative working and maximises accessibility, flexibility and adaptability in support of the University's REF preparation. Preparing for the REF is an extremely high priority and the RPF has a key role to play in supporting this work.

The job will include the modelling and delivery of linked data-based solutions relying on the existing linked data platform of the Open University (data.open.ac.uk), to be used by researchers, academics and managers in the management, use and exploration of research-related information required for the OU's REF 2014 submission.

As a member of KMi, you will be working with a team of leading research academics in Linked Data and other domains. You will be contributing to the research landscape of the Open University by working with team members from KMi and other Open University departments in delivering the Linked Data and open research agenda.

As a key member of the REF Coordination Team, you will be required to provide first line support to users of the developed RPF/REF Linked Data systems. A key part of the role will be interpreting requirements and proposing, developing and implementing enhancements to the University's existing RPF Linked Data system. You will be expected to spend some of your time at key points in the REF preparation process working within the REF Coordination Team in the Office of the PVC (RS&Q).

The importance of liaising with academic users of the developed system/s should not be underestimated and you will be expected to be proactive in proposing solutions to needs that emerge through the course of the University's REF preparation period.

3. Person specification

Essential Skills

- Educated to degree level or with equivalent relevant experience;
- Experience and skills in software development in a dynamic and agile environment (using Java and/or PHP, as well as JavaScript);
- Experience of Linked Data-related technologies (RDF, RDF-S SPARQL, OWL, triple-stores);
- Practical experience of realising robust online services;
- Ability to quickly demonstrate understanding of the project aims and specific tasks as requested;
- Self-starter in providing solutions to meet project needs;
- Ability to work in complex team relationships;
- Excellent written and oral communication skills;
- Able to work to challenging targets and deadlines.

Desirable Skills

- Experience of providing user-support to IT systems;
- Experience of working in the Higher Education sector;
- Experience and skills in Web design;
- Experience in using and developing for Drupal 7, JQuery, and other modern Web environments;
- Experience in developing with Web APIs.

4. Role specific requirements e.g. Shift working

Working outside of normal office hours may be required from time to time.

5. About the unit/department

The Knowledge Media Institute (KMi) of the UK's Open University is a highly successful interdisciplinary research centre founded at The Open University in 1995, and located in attractive premises at The Open University's main campus in Milton Keynes, UK. We offer a stimulating environment, widely acknowledged to be at the leading edge of research and development, particularly in Semantic Technologies, Human Computer Interaction, New Media and Information Retrieval. The style, impact and content of our work can be seen at <http://kmi.open.ac.uk/>

The Office of the PVC (RSQ) is one of three PVC offices within The Open University. The Office of the PVC (RSQ) has administrative responsibility for the development and implementation of institutional strategies and policies for Research, Knowledge Transfer and Enterprise. It aims to meet these responsibilities in collaboration with Central Academic Units (CAUs) and relevant University service divisions to ensure that the University is equipped with systems, processes, information and guidance to enable effective and efficient management and administration of research, and associated knowledge transfer activities.

6. How to obtain more information about the role or application process

If you would like to discuss the particulars of this role before making an application please contact Mathieu d'Aquin Research fellow , KMi on +44 (0)1908 655526 or email

m.daquin@open.ac.uk; and/or Roger Pitfield, Senior Manager Research Knowledge and Information on +44 (0)1908 858424 r.pitfield@open.ac.uk

If you have any questions regarding the application process please contact Ortenz Rose on +44 (0)1908 654774 or email o.rose@open.ac.uk

7. The application process and where to send completed applications

Please ensure that your application reaches the University by: **19th September 2012**

Post it to:

Name/Job title: **Ortenz Rose – Senior Staffing Coordinator**

Department/Unit: **Knowledge Media Institute**

Address: **The Open University
Walton Hall
MILTON KEYNES
Bucks**

Post Code: **MK7 6AA**

Or e-mail your application to: kmi-recruitment@open.ac.uk

8. Selection process and date of interview

The interview panel will be chaired by Dr Mathieu d'Aquin. Other members of the interview panel will include members of the project team. Interviews will be arranged as soon after the close date as is possible.

The selection process for this post will be by review of applications by the Chair and selected members of the interview panel. There may be a telephone interview before a formal interview. We will let you know as soon as possible after the closing date whether you have been shortlisted for interview together with details of the interview format. Further details on the selection process will also be sent to shortlisted candidates.

Applications received after the closing date will not be accepted.