

QUEEN'S UNIVERSITY BELFAST SCIENCE SHOP

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CO-ORDINATOR



Queen's University
Belfast

THE QUB SCIENCE SHOP

- Founded 1989 – under the Nuffield Public Understanding of Science initiative; now Higher Education Innovation Funding
- Operates throughout Northern Ireland
- Based at The Queen's University of Belfast and University of Ulster
- 2.2 FTE staff at QUB
- 65+ completed projects every year with 150+ students
- 500+ students directly engaged

JOB PURPOSE

Contribute to delivery of Queen's in the Community and Community Outreach Strategy and HEIF funding targets

JOB PURPOSE 2

Develop undergraduate academic and personal skills via working on community engagement activities in QUB to meet HEIF funding targets to complete community based research projects

REQUIREMENTS OF POST

- Ability to work at both a strategic and operational level within and outside the University in a range of diverse and politically sensitive situations
- Ability to respond to a wide range of people at different levels and in different situations
- Ability to balance the sometimes conflicting needs of Community, Communications, Learning and Teaching and Research agendas
- Ability to manage students in their research partnerships with community organisations

JOB PROFILE

- Initiate and manage relationships with CSOs – University profile
- Initiate, manage and quality assure student research projects across academic areas to support students skills
- Work with academic staff to persuade them to support Science Shop projects
- Support strategy development and build links with academic related staff
- Design and update administrative and communication systems
- Represent the university in the UK and Europe

Organisational structure

Vice Chancellor



Pro-Vice-Chancellor for Academic Planning, Staffing and External Relations



Director of Academic and Student Affairs



Head of Educational Skills Development



Science Shop Manager (member of divisional senior team)

QUALIFICATIONS, TRAINING AND EXPERIENCE

- Post-graduate qualification with research focus
- Detailed knowledge of University structures
- Excellent communication, negotiation and interpersonal skills
- 3 years experience of working in or with CSOs
- Experience of working independently
- 3 years experience of working within a large public sector organisation
- 3 years project management experience
- Understanding of key issues and challenges in each sector

STRATEGIC EMBEDDING OF SCIENCE SHOPS

- High Level University Support
- Policy at local level
- Local Community
- Local Assembly/Politicians
- Residents in South Belfast
- Good PR
- Policy at UK level
- EU Policy

DEVELOPMENT of COMMUNITY ENGAGEMENT AT QUEENS

- Queen's in the Community Strategy
- Queen's in the Community website
- Community Outreach Working Group
- Queen's Community Network

CURRENT SITUATION

- Funder's Strategy – Department for Employment and Learning
- Responsibility shared between PVC for Planning, Staffing and External Relations and PVC for Education and Students
- Written into Research Policy
- Written into new Education Strategy
- Informal networking

QUESTIONS AND ISSUES FOR EMBEDDING SCIENCE SHOPS

- Demonstrating benefits
- Making the work sustainable
- Getting buy in – senior staff, academic staff, administrative staff
- Putting structures in place
- Developing curriculum
- Setting limits externally
- Influencing policy