

Job description: Head of Research at OUH and SDU research units

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| <p>Research unit</p> | <p>Each research unit is affiliated with a department/unit at OUH and one of the institutes at SDU, usually the Department of Clinical Research.</p> <p>All employees involved with research and teaching at university level are affiliated with a research unit. Besides those who are directly employed by the department, there will also be a number of professors, associate professors, assistant professors, postdocs, PhD students, graduate and undergraduate students, other researchers and administrative staff.</p> |
| <p>Organizational location and appointment</p> | <p>The Head of Research is responsible for management of the research undertaken by the unit. The Head of Research is organizationally located in both an OUH department and an institute at SDU. The Head of Research is the academic link between the two organizations.</p> <p>The department's management and the Department of Clinical Research can both suggest candidates for the position as Head of Research. The Department of Clinical Research then assesses the formal competencies before nominating the most adequately qualified applicants. The department management appoints the successful candidate.</p> <p>Future appointments to the Head of Research function will normally be for a period of 5 years, with the possibility of extension.</p> <p>The Head of Research refers to both the OUH department's management and the director of the SDU institute. The Head of Research refers, for example, to the department management for clinical issues and for financial issues regarding funds placed at OUH.</p> <p>Any questions regarding scientific content, methods or misconduct, as well as teaching and tutoring should be referred to the director of the SDU institute, as should any financial issues regarding funds that are placed at SDU.</p> |
| <p>Main collaborative partners</p> | <p>The department management, the Department of Clinical Research, OUH management, SDU management, and staff associated with the research unit.</p> |
| <p>Responsibility for related tasks</p> | <p>The Head of Research is included in the department management team when managerial input is important for the research, and is expected to contribute to and become involved in the strategic planning for the department's future. The overall principle is that research and development should contribute to the running of the department, and vice versa.</p> <p>The Head of Research has the overall responsibility for the following:</p> |

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| | <p>Strategy:</p> <ul style="list-style-type: none">• In collaboration with the department management, to develop and implement a research strategy and related focus areas for the research unit in compliance with the research strategies of OUH and SDU. <p>Organization:</p> <ul style="list-style-type: none">• To help ensure that the principles of the <u>Code of Conduct for Research</u> are followed. The new Head of Research must complete a course on research integrity (good conduct) either before taking up the position or within the first year of employment• To organize and coordinate the overall research activities in the research unit• To ensure relevant research training for the employees in the research unit• To ensure compliance with the relevant guidelines for administration of external funding for research and other activities at OUH and SDU• In collaboration with the department management, to prepare the research budget and accounts for the research unit, and to communicate and ensure that research funds are administered in accordance with OUH and SDU rules• To develop the facilities of the research unit in collaboration with the department management• To carry out annual performance appraisals with assistant professors, associate professors and professors, and to ensure that performance appraisals are also held with PhD students and administrative staff• To develop guidelines for the conduct of research in the research unit• To participate in SDU and OUH events that are relevant to the area of research• To ensure patient involvement in some of the department's research projects and possibly also in the research Committee of the department• Together with the department management, to prepare guidelines for approval of research projects in compliance with OUH and SDU rules• To ensure reporting to PURE and other research administrative systems <p>Research and research funding:</p> |
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| | <ul style="list-style-type: none"> • To promote research and development projects • To secure internal and external research funds <p>Collaboration:</p> <ul style="list-style-type: none"> • To support the development of internal and external research collaboration at local, regional, national, and international level • To be visible in the research unit and department <p>Dissemination:</p> <ul style="list-style-type: none"> • Alongside the other researchers in the department, to contribute to the dissemination of the unit's research findings to the other unit staff, relevant departments, collaborative partners, other relevant parties and the general public • To disseminate information about upcoming and ongoing research projects • To communicate relevant grant application calls to the research unit • To ensure preparation of the annual report <p>Working environment:</p> <ul style="list-style-type: none"> • To contribute to an active and positive work environment |
| <p>Terms and conditions of research management</p> | <p>The Head of Research:</p> <ul style="list-style-type: none"> • Chairs the research committees of the department/unit • Is a member of the appointing committee when recruiting department managers, senior consultants with time allocated for research, and other research staff in the department/unit • Is included in the department management team when managerial input is important for the research • Must be consulted on all major issues regarding the operation of the department/unit and staff relations pertaining to the research • Has a shared responsibility with the department management for the research finances • May have staff employed to support research administration and development of the research strategy |
| <p>Prerequisites for research management</p> | <p>The Head of Research should have the following qualifications:</p> <p>Leader/administrator</p> <ul style="list-style-type: none"> • Has experience in research management and administration |

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| | <p>Supervisor</p> <ul style="list-style-type: none"> • Has experience with undergraduate and postgraduate supervision, including PhD students • Has scientific expertise or other relevant professional training in the field of research undertaken in the research unit, and has demonstrated a high level of professional competence <p>Academic</p> <ul style="list-style-type: none"> • Has an academic degree (medical, PhD, or equivalent foreign degree) or has published at a similar or higher level • Has an established and documented research network with relevant national and international partners • Has experience with writing grant applications <p>Communicator</p> <ul style="list-style-type: none"> • Has good communication skills and is good at disseminating research findings <p>Collaboration</p> <ul style="list-style-type: none"> • Has good collaborative skills; the Head of Research should be able to develop a broad collaborative network and ensure that all the department's research is advanced <p>Personal characteristics</p> <ul style="list-style-type: none"> • Acts as a role model, and upholds high ethical standards in the research field |
| <p>Qualification requirements within the 1st year of appointment</p> | <p>The Head of Research must have completed the following or equivalent courses either before taking up the position or within the first year of employment:</p> <ol style="list-style-type: none"> 1. Course in research management 2. Course in research integrity (good conduct) |