Candidate Brief for the position of:

Research Assistant B
"Improving Management Development Standards in SMEs in Ireland"

TU Dublin, City Campus
College of Business

Recruiting Difference; Reflecting Diversity

Infinite Possibilities
TU Dublin – A New University for A Changing Ireland

TU Dublin is Ireland’s first Technological University - an exciting new milestone in Irish Higher Education. With campuses in Dublin City, Tallaght and Blanchardstown, it spans the largest population centres of Ireland’s capital city. Building on the rich heritage of its founding organisations - DIT, IT Blanchardstown and IT Tallaght – TU Dublin will be inclusive and adaptable, creating educational opportunities for students at all stages of their lives.

College of Business

The College of Business is located at the heart of the central business district in downtown Dublin. The College currently has over five thousand registered students. We occupy a state-of-the-art business school facility on Aungier Street, just off the corner of St Stephens Green. Our twenty thousand square metre complex provides enhanced learning and research environment with state-of-the-art facilities and a leading-edge information technology capability.

Research in the College of Business

There are close to 250 academic staff in business at TU Dublin with close to 150 located in Aungier Street within the Dublin City Campus. Research in the College of Business seeks to provide practical and relevant solutions to real world problems and contribute to academic debate. In this context the objective is to achieve a combination of high quality academic work of international standing and with practical relevance. Enterprise and SMEs is a key research strength of the College with high level research and publication along themes such as HRM and management development in SMEs, sustainability, ethnic and minority entrepreneurship, small business growth, new venture finance and international entrepreneurship.

Job Description

About the Project

Managerial weakness is identified as a critical factor in the failure of small business, while management development has been found to affect productivity, innovation and firm survival rates. Prior studies find that Irish SMEs are below average in many areas of management skill. The Department of Business, Enterprise and Innovation (DoBEI) is committing significant attention towards helping Irish SMEs grow and prosper in their regions. The main focus of this role is to work on a project funded by the European Commission Structural Reform Support Service with the object of contributing to institutional, administrative and growth-sustaining structural reforms in Ireland. The direct beneficiary of the project will be DoBEI. The work involves a set of deliverables comprising a national survey of SMEs in Ireland together with stakeholder mapping, focus groups and semi structured interviews of stakeholders before and after the survey. The project will be of nine months duration culminating with a final report with recommendations and an action plan to improve management development standards among Irish SMEs going forward. The role may also involve work relating to advancing research in the area beyond the project and supporting academic publication.
Role Overview
The post holder will be required to carry out research in the designated area of research including survey design development and administration, focus group facilitation, stakeholder mapping and interviewing, data analysis and writing. The work will be under the supervision and assistance of a Project Manager (PM) and with the support of a Project Team within the College that bring related expertise.

Principal Accountabilities
- Contribute to the research design and field studies in relation to the project.
- Carry out fieldwork in consultation with the PM and the Project Team.
- Record, analyse and write up the results of the field studies.
- Prepare and present findings of research activity to colleagues for review purposes.
- Help prepare progress reports on research for funding bodies as required.
- Contribute to the preparation and drafting of research bids and proposals.
- Contribute to the overall activities of the research team as required.
- Work both under supervision and independently on assigned research tasks.
- Contribute to the drafting and submitting of papers to appropriate peer reviewed journals.
- Help draft formal/official presentations and papers of research findings to external audiences.
- Carry out any other duties within the scope, spirit and purpose of the job as requested by the PM.
- Actively comply with all TU Dublin policies and regulations, including those in relation to Research Ethics and Health and Safety.

Person Specification

The ideal candidate will demonstrate the appropriate mix essential and desirable criteria as outlined below:

Essential Criteria
- An undergraduate honours degree (NQF L8) or equivalent award by an approved degree awarding authority
- Experience in the design, development, administration and analysis of surveys.
- Working knowledge of qualitative research techniques.
- Evidence of familiarity with the subject matter and willingness to be/remain contemporaneous with the subject manager.
- Evidence of ability to analyse and write up data.
- Effective written and verbal communication skills

Desirable Criteria
- A Master’s degree (NQF L9) or equivalent in a relevant discipline or five year’s post primary degree relevant research experience in the public or private sector.
- Applicants with a PhD or close to submission of a PhD related to the subject matter are desirable.
• Experience working in a research environment.

Eligibility to compete

Former Public Service employees:

Eligibility to compete is open to candidates who are citizens of the European Economic Area (EEA) or Switzerland. The EEA comprises member states of the European Union along with Iceland, Liechtenstein and Norway. Other candidates may be eligible to compete subject to their having or obtaining an appropriate work permit/hosting agreement for the nature and duration of the position.

Terms and Conditions of Employment

Tenure
This post is offered on a fixed-term specified purpose wholetime basis for 9 months.

Location
This post is currently located in TU Dublin – City Campus, Aungier Street.

Salary
The successful candidate will be appointed on Senior Research Assistant B salary scale i.e. €32,092 gross per annum. Remuneration may be adjusted from time to time in line with Government pay policy. Incremental credit may apply in line with University Policy.

Hours of work
A 39 hour working week is in operation. Having regard to the nature of the work, attendance outside these hours may be required from time to time.

Application Form

A Cover letter, a CV and a list of two references including their names, position, affiliation and contact information should be sent to the Project Manager Dr Deirdre McQuillan at deirdre.mcquillan@tudublin.ie before 5pm on Friday 18th October 2019.

Further Information for Candidates

Late applications will not be accepted.

Shortlisting of applicants may take place, on the basis of information supplied in the application form.

TU Dublin is an equal opportunities employer and is committed to the employment policies, procedures and practices which do not discriminate on grounds such as gender, civil status, family status, age, disability, race, religious belief, sexual orientation or membership of the travelling community.