Research Manager

Job Reference: 8399
Department: Visual Cultures, Forensic Architecture
Grade/ Salary: Grade 5, £28,601 - £32,671
Contract Type: Fixed Term, 18 to 24 Months
Hours: 35 per week (Full time)
Location: New Cross, London

Closing date for applications: 6 September 2018
Interviews: 14-18 September 2018

Goldsmiths

Goldsmiths, University of London is a world-leading centre of educational excellence where ground-breaking research meets innovative teaching and thinking. We're looking for inspiring and talented people to help build on our global reputation while also growing personally in a true learning organisation.

We are happy to supply information in alternative formats for disabled applicants. Please contact hr@gold.ac.uk to make your request.
Department of Visual Cultures, Forensic Architecture

The applicant will be joining a small team of researchers based on Goldsmiths University’s campus, working on a frontier research project that mobilises architectural techniques and technologies to reconstruct incidents of violations of human rights, war crimes and environmental destruction worldwide. Analysing complex historical and current political events through developing bespoke research tools.

**Job description**

Reporting to: Eyal Weizman (Director, Forensic Architecture)

**Summary:**
The Research Manager will assume various tasks that pertain to the management, administration and conceptual framing of several tasks simultaneously. These tasks might include: general research projects, human-rights and environmental investigations, exhibitions, publications, and events (seminars/lectures). Related tasks might include contracting, staffing, liaising with internal and external stakeholders, administrative oversight, management of internal and external communications, and publicity coordination.

The candidate needs to have deep familiarity with the above tasks, have experience of working with and for large multidisciplinary teams, and show profound understanding of their methodological and technical requirements. The candidate will need to have experience in research management and administrative oversight, including communication with commissioning organisations and partners; monitoring the development of projects to ensure that objectives and deadlines are met; team building; work scheduling; overseeing ethical, procedural, and financial approvals; budget management for Forensic Architecture as a whole, as well as for individual projects; and development and implementation of media strategy. The candidate will also have to have excellent communication skills and would be required to represent Forensic Architecture and to publicly present its work.
Candidates should have training and/or substantial related research experience with a strong conceptual inclination. As well, he/she must have demonstrable experience in research management and administration, ideally within higher education, with strong organisational, curatorial, and presentational skills.

The ideal candidate will have a background in spatial analysis, architectural, archaeological, or environmental research. Familiarity and experience in the management and implementation of exhibitions, ideally those related to academic or scientific research, would be a significant advantage.

**Main duties:**

- Assess visual materials, such as satellite imagery or videos and images from social media, and other information, including witness testimony and spatial data, in order establish project feasibility and scope of work
- Conceptualise and implement research process, methods, and deliverables for investigations in line with overall programme goals and in keeping with our responsibilities to our funders, the College, and internally
- Assemble and manage project teams, including recruitment and hiring as needed
- Liaise with collaborators and experts in order to identify strategic, multidisciplinary partnerships across the fields including human rights, architecture, law, political and environmental justice, civil society, heritage, and culture
- Oversee and write ethics, funding, and other procedural applications
- Develop project briefs to establish deliverables, staffing, and timescales
- Develop and monitor the financial requirements and objectives of Forensic Architecture, including managing multiple grant, commissioned research project, and exhibition budgets and implementing long-term strategic financial planning
- Write project budgets and monitor project spending
- Draft and negotiate commissioned research contracts with other collaborators, under the guidance of Goldsmiths’ legal team
- Assist the Director and Deputy Director in planning and monitoring the overall research programme of Forensic Architecture
• Report on the progress of the project to fellow team members and external stakeholders, including granting bodies and clients
• Coordination and curation of exhibitions, which may include drafting loan agreements, assessing technical requirements, budgeting for fees and production costs, coordinating logistics, curating digital and physical content, and writing label or editorial texts
• Write, edit, and present research findings in a clear and creative manner
• Organise and present findings at external events related to the project
• Develop media strategy for Forensic Architecture and communicate, both verbally and in writing, our organisational history, theoretical background, programme goals, and project findings via press and other media channels
• Managing the publication and dissemination of research
• You will be required to undertake any other duties as may reasonably be required
• Ensure that you are aware of and aligned with Goldsmiths’ Regulations, Strategy, and Objectives to work together to proactively advance Equality and Diversity
• At all times to help maintain a safe working environment by participating in training as necessary and following the Goldsmiths’ Health and Safety Codes of Practice and Policy

Person Specification

Detailed below are the types of qualifications, experience, skills and knowledge which are required.

The Essential criteria sections show the minimum essential requirements for the post. The Desirable criteria sections show additional attributes which would enable the applicant to perform the role more effectively with little or no training. They are not essential, but may be used to distinguish between applicants.

All criteria will directly relate to the online application form.
The Category column indicates the method of assessment:

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### Essential Criteria 1 - Qualifications
Master’s degree in a related field, such as architecture, archaeology, law, environmental studies, political science, museum studies, or social sciences.  

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### Desirable Criteria 1 - Qualifications
Expertise or training in other areas including technical proficiencies.  

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### Essential Criteria 2 - Experience
Experience in managing academic research projects, curating and coordinating exhibitions, liaising with collaborators, and presenting research findings.  

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### Desirable Criteria 2 - Experience
Experiences might include: working with NGOs and cultural institutions, conducting fieldwork, data management, exhibiting or participating in art galleries and museums, political organising and activism, and giving lectures and interviews.  

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A background or current involvement in spatial research.  

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### Essential Criteria 3 - Knowledge
Theories around architecture, archaeology, history, environmental studies, spatial studies, politics, activism, human rights, and conflicts. Modern and contemporary political history and philosophy.  

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### Desirable Criteria 3 - Knowledge
Familiarity with the research methods of Forensic Architecture.  

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Integrating the philosophical and theoretical with spatial practice.  

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### Essential Criteria 4 - Skills
| Research management; academic and cultural research; budgeting and financial planning; grant writing | A,I |
| Editing and writing research reports; excellent written and oral communication skills. | A,I |

**Desirable Criteria 4 - Skills**

| Online media production and web design. | A,I |

**Additional Attributes**

| Organisational skills and the ability to work under pressure. | A,I |
| Demonstrates initiative as well as creativity re: problem solving. | I |
| Able to work independently with minimal supervision but also as part of a dynamic team when required. | A,I |

Please also note that where qualifications are required, employment is conditional on the verification of them. Qualifications (must be original documents) will be checked on the first day of appointment.

For more information about the role, please contact Eyal Weizman, e-mail info@forensic-architecture.org
Summary of Benefits

If you choose to work with us, you’ll become part of a learning organisation that is committed to professional and personal development, with a comprehensive and innovative staff development programme.

You’ll also have access to frequent lunchtime and evening talks, seminars and performances, and annual performance and development reviews.

Our other benefits include:

- Competitive salary
- Working in Zone 2, with fantastic transport links and interest free travel to work loans
- Excellent annual leave entitlement plus additional closure days at Christmas and Easter
- Membership of USS or LPFA pension scheme
- Access to exclusive discounts, including high street retailers
- Maternity, paternity and adoption leave and pay and tax efficient childcare voucher scheme
- Contractual sick pay provision
- Free eye tests
- Wellbeing initiatives including the Chaplaincy and Staff Choir
- On-site dining facilities and gym
- Access to University of London facilities such as Senate House Library

Further information

For more information about Goldsmiths, please visit: www.gold.ac.uk/about.

Thank you for your interest in working with us, we wish you all the best with your application.