



Job Description

This form summarises the purpose of the job and lists its key tasks. It is not a definitive list of all the tasks to be undertaken as those can be varied from time to time at the discretion of the School, in consultation with the postholder.

Job title: Senior Research Culture Manager

Department/Division: LSE Research and Innovation

Accountable to: Head of Research Governance and Culture

Job Summary

LSE is a leading social science institution with some of the greatest global impact. Our researchers are world-leading thinkers on critical issues.

Research and Innovation (LSE R&I)'s mission is to help develop and sustain an environment that makes LSE the best place to do excellent and impactful research. LSE R&I aims to provide high quality support to LSE's academics, students and alumni across all stages of the research lifecycle and ensure responsible research practice which complies with relevant regulations and operates with rigour and integrity.

The Senior Research Culture Manager post will sit within the Research Governance and Culture Team in LSE R&I, and play a key role in the team's research assessment, culture and compliance functions. The Senior Research Culture Manager will be responsible for overseeing and promoting a healthy research environment. This includes reviewing professional standards, monitoring regulatory requirements, and staying updated on internal and external developments. They will review the School's policies, processes and activities for supporting all areas of research culture, identify gaps and areas for improvement, and support continuous improvement of the research culture for the academic community. The aim is to foster a more collaborative, inclusive and supportive research culture for academics and researchers at all career stages.

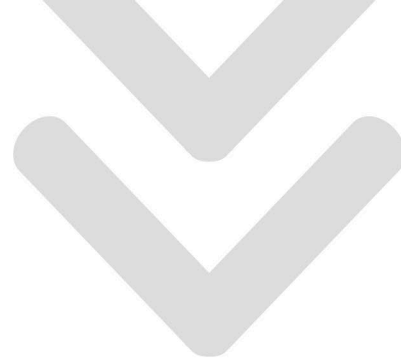
The Senior Research Culture Manager will work with the academic community to incorporate researchers' experiences into the School's action plan, covering areas such as recruitment, training, and funding opportunities. They will gather data to measure improvements, manage events and networks, and collaborate to identify best practices. Communication is crucial, as they serve as an advocate for a strong research culture, prepare reports and briefings, and build a professional network in the field.

Duties and Responsibilities

The principal responsibilities of the Senior Research Culture Manager are:

Management and coordination

- Lead highly professional research support services for research culture, acting as the co-ordination point with other Division services as required to ensure a joined-up approach across LSE. Identify and develop necessary resources, tools, and other activities in line with our strategy



to deliver services.

- Pro-actively contribute to and inform the development and implementation of the School's strategy to foster a more positive, inclusive and supportive research culture for academics and researchers at all career stages so that it enables research excellence.
- Enhance LSE's understanding of a healthy research culture by reviewing and monitoring professional standards and regulatory requirements, such as research ethics and integrity.
- Evaluate existing programmes, resources and funding aimed at promoting a vibrant research culture across all academic units and for researchers at various career stages. Identify gaps and share best practices.
- Build a strong and effective ecosystem for supporting research culture including fostering collaborative relations with researchers and relevant professional services staff internally and with stakeholders, partners and advisors (e.g. funders, government departments and expert groups) externally.
- Monitor the developing external policy context with respect to research culture and maintain oversight of emerging and alternative approaches to best practice delivery within the sector and reflect as appropriate.
- Lead the implementation of a responsible research culture that serves researchers and partners through due diligence and trustworthy research, promoting responsible metrics, supporting open research, and upholding policies related to equality, diversity, and inclusion within research.

Service delivery

- Implement and establish a new service function designed to support, enhance and evolve a stimulating, responsible and supportive research culture at LSE. Develop and maintain new culture and due diligence service plans informed by strategic objectives to deliver an effective, efficient and fit-for-purpose service to sector-leading standards.
- Develop and implement activities that promote research culture, including managing events, convening working groups, facilitating brainstorming sessions, and establishing networks and empowering others to do the same through informal and formal projects and groups to build a sense of belonging and community.
- Collaborate with colleagues to identify and share best practices, offering support for broader initiatives, and making recommendations for implementing improvements.
- Gather relevant data to establish a baseline for measuring improvements in the School's research culture. Monitor key research culture activities and developments for the purpose of evaluation and sharing best practices, working with the Evidence and Analysis service in LSE R&I.
- Support the Trusted Research Agenda, ensuring policies embed research compliance issues such as the National Securities and Investment Act 2021 and the emerging Foreign Influence Registration Scheme.
- Working with the Research Governance Manager and the Research Risk Working Group, identify vulnerabilities in the research process and implement activities to promote researcher wellbeing and safeguarding and promote an ethic of care.
- Manage the Due Diligence Manager working with them to ensure a responsible and supportive research culture in line with the School's developing due diligence and Trusted Research policies and procedures.

Communication and engagement

- Serve as an advocate for fostering a strong research culture at LSE and proactively facilitate opportunities for our research community to engage with our broader strategic goals and specific initiatives
- Raise the visibility and profile of LSE's research culture activities to both internal and external audiences.



- Collaborate with Organisational Learning, Human Resources, Head of EDI and representatives from the LSE academic community to incorporate the experiences of diverse researchers into the School's action plan, including through recruitment and retention, training and development, networking and collaboration, internal and external funding opportunities, as well as events and initiatives.
- Prepare briefings, reports, and presentations on research culture activities, their outcomes, and impacts for internal audiences and formal compliance, including national research assessment exercises.
- Build a broad professional network within the research culture field to actively share knowledge and advocate for a strong research culture in the social sciences.
- Contribute to the academic training programme in LSE R&I to ensure that a robust research culture is integrated into various skill sets and promote equitable access, learning from user interactions.

Other

- Contribute to the Research Governance and Culture Team, supporting the broader development of research governance and compliance practice at LSE.
- Prepare regular progress reports for the Head of Research Governance and Culture, Deputy Director of LSE R&I and other School bodies as appropriate
- Continue to develop their own skills and awareness and that of the Due Diligence Manager and share best practice with others internally and externally.
- Provide advice and assistance on a wide range of professional issues related to research culture and due diligence to other colleagues in LSE R&I, and contribute to the 'in-house' programme of training/professional development
- Undertake any other duties appropriate to the role required by the Head of Research Governance and Culture

Flexibility

To deliver services effectively, a degree of flexibility may be required in the duties performed in order to meet the exigencies of service. Job roles may also naturally develop over time and ongoing substantial changes to a role will be discussed between line managers and their staff, with job descriptions updated as and when appropriate.

Equity, Diversity and Inclusion (EDI)

LSE is committed to building a diverse, equitable and truly inclusive university. All posts (and post holders) will seek to ensure diversity and inclusion, while opposing all forms of unlawful and unfair discrimination on the grounds of age, disability, gender identity, marriage and civil partnership, pregnancy and maternity, race, nationality, ethnic or national origin, religion or belief, sex and sexual orientation, or social and economic background.

Ethics Code

Posts (and post holders) are assumed to have a responsibility to act in accordance with the School's Ethics Code and to promote the principles and values that the Code enshrines. The Ethics Code clearly states that the whole LSE community, including all staff, students, and governors of LSE, are expected to act in accordance with the principles which are set out in the Code. As such you are required to read and familiarise yourself with it. The School's Effective Behaviours Framework is designed to support this Code. It sets out examples for the six behaviours that all staff are expected to demonstrate.

Environmental Sustainability

The post holder is required to minimise environmental impact in the performance of the role, and actively contribute to the delivery of the LSE Environmental Policy.