



UPPSALA
UNIVERSITET

Department of Information Technology

DESCRIPTION OF ASSIGNMENT

Board decision:

30 May 2013 Reg. no. IT 2013/49

Head of Research

is delegated responsibility by the head of department for:

Strategic assignments

- drawing up strategy documents for how we will develop research for presentations to the faculty and are meant to develop research at the department
- sharing the department's research with the outside world
- promoting and creating the conditions for strategic discussions among supervisors/professors aimed at highlighting the different research specialisations and at supporting collaboration within the department.

Ongoing

- serving as the external representative for research, including contacts with research funding bodies
- arranging meetings as needed with the department's heads of research.
- receiving external information for the department's collective research
- compiling proposals for the operational plan for research and doctoral education
- drawing up a plan for developing research/doctoral education and regularly following up and revising this plan based on changes in the organisation and externally
- coordinating the department's internal work with evaluations of research and doctoral education
- preparing the work allocating department-wide research resources
- Ensuring that information about research on the department's website is clear and updated.

Miscellaneous

- participating in the department's development work, conducting professional development, and seeking out information relevant for the position's responsibilities.