

Job Title:	Technology Manager (Museum Data Service)
Grade:	8
Salary:	£50,253 to £56,535 per annum, pro-rata
Department:	Institute for Digital Culture / School of Heritage and Culture
Hours/Contract:	Part-time (0.5 FTE, 18.75 hours per week), fixed term contract till 31 March 2028
Job Family:	Technical
Reference:	12631

Role Purpose

The Museum Data Service (MDS) is an innovative new digital infrastructure that aims to make the millions of object records held by UK museums available as FAIR data for research and countless other uses. The University of Leicester has secured grant funding from AHRC to run and develop the service from April 2025 to March 2028, on behalf of the MDS charitable company established by UoL, Art UK and Collections Trust in June 2024.

The Technology Manager will play a key role in supporting the strategic transition of MDS from start-up to an established and indispensable part of AHRC's digital infrastructure ecosystem (iDAH), by managing the existing digital infrastructure, whilst at the same time working with colleagues and stakeholders to continually improve its usefulness for contributing collections, research users and B2B re-use by other institutions . The Technology Manager will report to the Head of Service.

The post is funded through the substantial investment through the iDAH programme of the Arts and Humanities Research Council, and forms part of a wider body of work to develop the Museum Data Service over this next funding cycle.

Main Duties and Responsibilities

Day-to-day management of the MDS platform and related web applications/technologies:

You will become intimately familiar with the workings of the internal and consumer-facing applications that make up the MDS ecosystem, as well as develop an understanding of the underlying infrastructure. You will then be responsible for overseeing the optimal performance of the platform for contributors and users; managing bug & support tickets, and minor enhancement work packages in conjunction with the relevant suppliers.

Stakeholder engagement:

You will be open to, and aid in soliciting feedback on the functioning of the MDS platform from data contributors, researcher consumers accessing data from the APIs or website; and B2B use cases as well as institutional partners and colleagues, and use analytical data where available to understand wider trends/needs.

Development of the MDS digital infrastructure:



Building on insights obtained from stakeholder engagement, specify, plan and cost out work packages to improve the platform. Create business cases from these to present to Head of Service and others, and oversee implementation of these should funding be available.

Reporting:

Update colleagues on work undertaken and performance of the infrastructure.

Internal and External Relationships

Key internal relationships: Head of Service (MDS); Museum Data Manager (MDS); Project Principal Investigator (Institute for Digital Culture); Project Co-Investigator (Institute for Digital Culture); Deputy Director, Digital Services.

Key external relationships: Director, Digital Infrastructure, Art UK.

Planning and Organising

The MDS Technology Manager will ensure secure ongoing provision of the Service through proactive management of the technical infrastructure. Leading on proactive cybersecurity, backup and maintenance, as well as reactive troubleshooting, the procurement of 3-year cloud-hosting, and the contract renewal for the CIIM repository, for the MDS website, and 'museumdata.uk' and related domains.

Qualifications, Knowledge and Experience

Essential

- Professional qualification or relevant degree.*
- Strong understanding of data management practices and principles, including FAIR data.*
- Experience/understanding of managing multiple applications as components within an integrated platform/ecosystem.*
- Experience in working with large-scale research data initiatives.*
- Experience in producing requirements and work package specifications for suppliers.
- Experience in working with Application Programming Interfaces (API's)
- Familiarity with website and application analytics tools.
- Familiarity with Content Management Systems
- Demonstrated ability to build and maintain effective relationships with a diverse range of relevant stakeholders.*

Desirable

- Experience working with museum collection management systems
- Experience of CIIM middleware and/or museum collection management systems.





Skills, Abilities and Competencies

Essential

- Skills in cyber security risk assessment
- Advanced data processing skills
- Excellent organisational and project management skills

Desirable

- Understanding/experience of cloud computing infrastructure.

*Criteria to be used in shortlisting candidates for interview

Reason for Fixed Term Contract

The reason for the fixed term contract is stated in section 1.9 in the summary of contractual terms in your contract of employment.

Criminal Declaration

If you become an employee, you must inform your manager immediately, in writing, if you are the subject of any current or future police investigations/legal proceedings, which could result in a criminal offence, conviction, caution, bind-over or charges, or warnings.

Supporting University Activities

As a University of Leicester citizen, you are expected to support key university activities such as clearing, graduation ceremonies, student registration and recruitment open days. We expect all staff as citizens to work flexibly across the University if required.

University Values

Inclusive - We are diverse in our makeup and united in ambition. Our diversity is our strength and makes our community stronger.

Inspiring - We are passionate about inspiring individuals to succeed and realise their ambitions. We challenge our community to think differently, to get involved, and to constantly embrace new ideas.

Impactful - As Citizens of Change we will generate new ideas which deliver impact and empower our community

Freedom of Speech



The University is committed to upholding freedom of speech and academic freedom within the law throughout our recruitment processes. We ensure that all candidates are considered based on merit and suitability for the role, without regard to their lawful viewpoints or the expression of challenging or controversial ideas. Our recruitment policies and practices are designed to protect applicants from discrimination or adverse treatment on the basis of their opinions, and to foster an environment where open debate and diverse perspectives are valued as essential to our academic mission.

Equity and Diversity

We believe that equity, diversity and inclusion is integral to a successful modern workplace. By developing and implementing policies and systems that challenge stereotypes across all aspects of our work, we have a culture that recognises and values the diverse contributions of our staff which benefits everyone. Our strong values of inclusivity and equality support our efforts to attract a diverse range of high quality staff and students, and identify our University as a progressive and innovative workplace that mainstreams equality, diversity and inclusion.

