

Research project manager

As a research project manager, you work at a university or government facility and will have overall oversight of research projects. You will use your organisation and managerial skills to take responsibility for monitoring the progress of the research projects against delivery targets and for the day-to-day management of administration associated with the projects.



What does the role involve?

- Developing project plans
- Monitoring project progress
- Identifying risks for the project and planning mitigations
- Managing budgets
- Facilitating communication between people and teams
- Writing reports
- Working with legal teams to draw up contracts for partnerships
- Being the main point of contact for the project(s)
- Being involved in the recruitment and supervision of staff



Where would I work?

Offices within campuses or research facilities. Sometimes domestic travel is required.



What subjects should I do well in at school?

Mathematics, English, Science, IT, Business Studies.



What qualifications do I need?

GCSE as a minimum. There are no specific subject requirements for this role, however, good qualifications in core subjects such as Mathematics, English and Science are beneficial.



What skills and attributes are required?

Organisation, prioritisation, methodical ways of working, attention to detail, financial management, communication, problem solving, negotiation, proficient in IT, teamwork, flexibility.



What work experience would be helpful?

Hands-on experience of managing a budget and writing reports would be beneficial, as would experience of working as part of a large team.



What about career progression?

Project managers can start off managing one relatively small project at a university but can go on to manage multimillion pound projects which span across several universities and even countries.

CASE STUDY



Dr Georgia Mortzou

After studying archaeology and anthropology at postgraduate level for a number of years, Georgia decided that a career in academia was not for her and so she chose instead to pivot and pursue a career in research support within the Quantum Communications Hub, based at the University of York. This gives Georgia the best of both worlds – not having to carry out research herself but being involved in discussions about new ideas and new potential projects. Find out more about Georgia's Journey at: (tinyurl.com/careersinquantum).



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