

## OPEN ACCESS GRANTS MANAGER (LONDON)

We have decided to expand our open access programme and want to recruit a senior manager to lead its development and delivery. We are looking for someone with an activist's ambitions, a digital librarian's knowledge and skills and a politician's tactics.

Arcadia has a longstanding commitment to increasing open access to scholarly research and other knowledge, and in book and journal publishing. The successful candidate would be responsible for developing our policy approach and identifying new opportunities, where our funding could make an impact on open access across the world.

Arcadia is a charitable fund, set up by Peter Baldwin and Lisbet Rausing in 2002. It has awarded more than \$440 million to cultural, environmental and open access projects. The candidate would be part of a small grant-making team, reporting to the Principal Adviser, which covers all aspects of our mission. All grants come with an open access requirement. More information can be found on our website [www.arcadiafund.org.uk](http://www.arcadiafund.org.uk).

### **Key Responsibilities:**

- To manage Arcadia's open access grants portfolio (currently \$13 million / 11 grants but intended to rise to over \$10 million a year) as well as major cultural digitization grants with a significant open access element.
- To identify new opportunities for high impact initiatives in the field of open access, where funding from Arcadia will make a difference.
- To develop and advise on Arcadia's open access policy and improve its delivery through grant making, including through our cultural and environmental programmes, and through advocacy.
- To engage with the wider open access community, as Arcadia's in-house expert, helping shape thinking and practice in the field of open access worldwide.

### **Key Skills and Experience:**

- Deep understanding of the opportunities and challenges to open access, especially in relation to academic research, publications and primary materials and data.
- Experience of building and maintaining strong networks in the open access, philanthropic and academic communities.
- Knowledge of digital preservation issues, including copyright.

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- Postdoctoral (or similar) research and analytical skills, including analytical report writing.
- Excellent written and oral communication skills.
- Awareness of key elements of grant-making, including evaluation and the measurement of performance indicators.

### **Personal Attributes:**

- Energetic and inquiring self-starter, able to work as part of a small team.
- Commitment to making a difference in the field, including an open minded approach to unconventional ideas.
- Critical intelligence, combined with drive and attention to detail.
- Ability to work to deadlines and under pressure.

This is a full-time, permanent role, 40 hours per week, based in Central London, attracting a salary in excess of £50,000 per annum depending on experience, plus benefits.

To apply for this post, please send a CV, cover letter including your current salary, and the names and contacts of three referees to [recruitment@arcadiahfund.org.uk](mailto:recruitment@arcadiahfund.org.uk) by **3 February 2017**. We will not contact referees prior to interview. Interviews will be held in London in February.