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Job Reference Number:

MI/26/10

Position:

Director of Scientific Core Facilities and Services

Group/Department:

Scientific Core Facilities & Services

Salary:

circa £100,000 per annum (dependent upon experience)

Duration:

Permanent



Cancer Research UK Manchester Institute is a Research Institute within The University of Manchester and is core funded by Cancer Research UK



MANCHESTER
1824

The University of Manchester



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PARTICULARS OF APPOINTMENT

Ref: MI/26/10

Job Title: Director of Scientific Core Facilities and Services

1. The Institute invites applications for the above post.
2. Salary will be circa £100,000 per annum, dependent upon experience.
3. Applications should be submitted via JobMarker, the online recruitment system by the closing date as stipulated in the advert.
4. For applicants who require assistance with their application please contact the HR Department for further information on:
Tel: +44 (0)161 200 8870 or +44 (0)161 306 9752
Email: jobs@cruk.manchester.ac.uk
5. Informal enquiries can be made to Samra Turajlić, email: samra.turajlic@cruk.manchester.ac.uk
6. Applicants are advised that if the Institute receives a high level of applications, we reserve the right to close the vacancy earlier than advertised.
7. The Institute will endeavour to contact shortlisted candidates promptly. However, there may be occasions where a high volume of applications are received, therefore an applicant's patience is appreciated.
8. As an equal opportunity employer, we welcome applicants from all sections of the community regardless of age, sex, gender (or gender identity), ethnicity, disability, nationality, religion or belief, sexual orientation, marital or transgender status. All appointments are made on merit.
9. As our Director of Scientific Core Facilities and Services, you will be a visible presence within the Institute, providing professional and timely services within your role.



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COPY OF THE ADVERTISEMENT

The Institute will actively foster a culture of inclusion and diversity and will seek to achieve true equality of opportunity for all members of its community.

Director of Scientific Core Facilities and Services

- Salary: circa £100,000 per annum (dependent upon experience)
- Job Ref: MI/26/10
- Duration: Permanent position

About the role:

The Cancer Research UK Manchester Institute is seeking an **exceptional scientific leader** to shape and deliver the future of its world-class core facilities. This is a rare and influential opportunity to lead an integrated portfolio of advanced technology platforms that underpin cutting-edge cancer discovery and translational research, and to position the Institute as a global leader in scientific infrastructure and services.

Reporting directly to the Institute Director, you will provide **strategic, scientific, and operational leadership** across all core facilities, developing and implementing a bold, long-term vision for integrated, data-driven, and responsive scientific services. Your work will directly enable researchers to address the most challenging questions in cancer biology.

We are looking for a leader with substantial experience managing complex scientific operations at scale – whether in an academic, industry, or major research organisations. You will bring the credibility, authority, and ambition to drive transformation, whilst working collaboratively with faculty and maintaining the independence to innovate in service delivery, technology investment, and organisational design.

This role offers significant scope to influence institutional strategy, guide major capital investment decisions, secure and deploy strategic funding, develop external partnerships, and build a high-performing culture across the facilities.

About you:

You should have:

- PhD in a relevant life sciences discipline **or** equivalent senior experience in scientific operations
- Substantial experience leading complex, multi-disciplinary scientific facilities or research infrastructure



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- Demonstrated success in managing large-scale operations, budgets, and capital investments
- Experience securing and managing strategic funding for infrastructure or major initiatives
- Experience developing and executing strategic plans and organisational change
- Strong understanding of the needs of modern biomedical or translational research
- Exceptional leadership, communication, and stakeholder management skills

We are particularly interested in candidates who bring:

- A track record of delivering operational excellence in either academia, industry, or major research organisations
- Experience transforming services, infrastructure, or technology platforms
- A bold vision for how scientific facilities can accelerate discovery and translation
- The ability to balance strategic thinking with practical execution
- Credibility to engage effectively with senior scientists, institutional leaders, funders, and external partners

About the Scientific Core Facilities & Services

Please visit our website to view information about our Facilities:
<https://www.cruk.manchester.ac.uk/facilities/>

Why choose Cancer Research UK Manchester Institute

The Cancer Research UK Manchester Institute (www.cruk.manchester.ac.uk), an Institute of The University of Manchester (www.manchester.ac.uk), is a world-leading centre for excellence in cancer research. The Institute is core funded by Cancer Research UK (www.cancerresearchuk.org), the largest independent cancer research organisation in the world. In spring 2023, the Institute moved into a £150 million flagship purpose-built biomedical research centre directly attached to The Christie NHS Foundation Trust (www.christie.nhs.uk), in Withington, South Manchester.

We are partnered with The Christie NHS Foundation Trust (adjacent to The Paterson Building) one of the largest cancer treatment centres in Europe. These factors combine to provide an exceptional environment in which to pursue basic, translational and clinical research programmes.

Our aim is to understand the fundamental basis of cancer and apply that knowledge to developing new treatment strategies for cancer patients. Our advanced research programmes span a spectrum of cancer research, from the molecular and cellular basis of cancer through to drug discovery, translational research and clinical trials.



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The Institute has access to outstanding laboratory facilities and exceptional core services, including next generation sequencing, microarrays, confocal microscopy, bioinformatics, histology and mass-spectrometry.

How to apply?

To apply for this position please complete the online application via 'Apply Now'. Please ensure you detail the names of three referees and ensure you submit your application before the closing date specified.

For any informal enquiries about this post, please contact Samra Turajlić: email: samra.turajlic@cruk.manchester.ac.uk

Please note this vacancy will close for applications at 18:00 hours on the closing date specified.

Job Description

After the closing date this job description will be removed from our website. Should you wish to refer to this information at a later date, please ensure that you save a copy of this document.



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Manchester
Institute

Disabilities and alternative formats

The University of Manchester is a disability confident Leader and is committed to supporting disabled people in recruitment, employment, and career development. We will make reasonable adjustments to enable applicants to compete to the best of their ability wherever it is reasonable to do so. Therefore, if you have any additional support needs throughout the recruitment process or require documentation in alternative formats, please do not hesitate to contact the HR Department, for further information, on:

Tel: +44 (0)161 200 8870 or +44 (0)161 306 9752

Email: jobs@cruk.manchester.ac.uk



The Disability Confident scheme, accredited by the Department for Work and Pensions (DWP), helps employers recruit, retain and train great people. Disability Confident organisations play a leading role in changing attitudes about, and increasing understanding of, disability. There are three levels of the scheme with Leader being the highest.



CANCER RESEARCH UK MANCHESTER INSTITUTE JOB DESCRIPTION

JOB DETAILS

Job Title:	Director of Scientific Core Facilities and Services
Grade:	M4 (CRUK Non-Scientific Pay and Grading Framework)
Department:	Scientific Core Facilities and Services
Division:	Cancer Research UK Manchester Institute (CRUK MI)

ORGANISATIONAL ARRANGEMENTS

Accountable to:	Director, CRUK Manchester Institute
Responsible for:	Line management of staff within core facilities

JOB PURPOSE

Reporting to the Institute Director, you will be responsible for providing strategic, scientific, and operational leadership across all core facilities. Your work will directly enable researchers to address the most challenging questions in cancer biology.

- Develop, deliver and execute a long-term vision for core facilities aligned with scientific priorities.
- Lead development of an integrated, future-focused research infrastructure.
- Oversee performance, service delivery models, and continuous operational improvement.
- Manage large budgets, capital investments, and cost-recovery approaches.
- Build a collaborative, high-performance culture across facility teams.
- Develop strategic internal and external partnerships, including with universities, funders, industry, and national initiatives.
- Drive innovation in workflows, digital infrastructure, and data management.



DUTIES AND RESPONSIBILITIES

Using existing knowledge and expertise this individual, will plan and execute their own work to deliver:

Strategic Leadership

- Develop and deliver a compelling long-term vision for the Institute's core facilities aligned with scientific priorities and emerging opportunities
- Lead the evolution of the facilities into an integrated, future-focused research infrastructure supporting discovery, translational, and collaborative science
- Identify and implement emerging technologies, platforms, and methodologies to maintain global competitiveness
- Provide strategic leadership on major capital investments, ensuring decisions are evidence-based, forward-looking, and maximise scientific impact
- Identify, secure, and steward strategic funding for infrastructure, technology platforms, and facility development from institutional, national, charitable, and industry sources
- Represent the facilities at Institute leadership level, contributing to broader organisational strategy

Operational Leadership

- Oversee the performance, sustainability, and continuous improvement of all core facilities
- Implement robust, data-driven approaches to resource allocation, service delivery, and capacity planning
- Lead complex budgets, cost-recovery models, and major procurement processes
- Ensure compliance with regulatory, safety, and governance requirements
- Design operational models that balance scientific excellence, efficiency, and responsiveness to researcher needs

People and Culture

- Provide inspirational leadership to Core Facility Leads and their teams
- Build a collaborative, high-performance culture grounded in service excellence, innovation, and shared purpose
- Support professional development and succession planning across the facilities
- Enable facility leaders to maintain scientific relevance and technological excellence in their domains



- Line manage and mentor the Core Facility Leads taking active responsibility for their personal development. Perform appropriate staff appraisals.

Stakeholder Engagement and Partnerships

- Work closely with Group Leaders and Core Facility Leads to ensure facilities enable ambitious research programmes
- Foster a culture of partnership between facilities and research groups, including co-design of experiments and projects
- Build strategic relationships with the University of Manchester, CRUK Institutes, funding bodies, industry partners, and national infrastructure initiatives
- Develop external partnerships that enhance capability, access to technology, and co-investment opportunities
- Represent the Institute externally at senior scientific and strategic forums

Innovation, Quality and Impact

- Drive continuous improvement in workflows, digital infrastructure, and data management
- Implement metrics and quality systems that demonstrate value, impact, and performance
- Support and contribute to major grant applications and infrastructure funding initiatives
- Position the facilities as a destination for collaboration, training, and innovation

Perform other functions consistent with the position, nature of the post and as determined by the Director.

STANDARDS OF PERFORMANCE

- Work efficiently, cost-effectively and in a flexible manner
- Effective communications to be maintained with staff at all levels
- To meet objectives within pre-determined timescales
- Manage and prioritise own workload to meet deadlines.
- Strict adherence to protocols and Institute policies
- To comply with Health & Safety requirements, including having an awareness of personal responsibilities to maintain a safe working environment
- To contribute to an environment that is conducive to mental health and wellbeing
- To contribute to the University's agenda for social responsibility, including sustainability



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- To maintain confidentiality of information in line with data protection requirements and University policy
 - Familiarise themselves with the University's Equality and Diversity policies and to actively support these wherever possible
 - Be a team player.
 - Strive to accomplish high quality of work.
 - To complete a security screening as and when required.
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PERSON SPECIFICATION

The person specification should set out the qualifications, experience, skills, knowledge, personal attributes, interests, other requirements which the post holder requires to perform the job to a satisfactory level

Job Title: Director of Scientific Core Facilities and Services (M4)

	<u>ESSENTIAL</u> The qualities without which a post holder could not be appointed	<u>DESIRABLE</u> Extra qualities which can be used to choose between candidates who meet all the essential criteria	<u>METHOD OF ASSESSMENT</u>
QUALIFICATIONS	<ul style="list-style-type: none"> • PhD in a relevant life sciences discipline or equivalent senior experience in scientific operations 	<ul style="list-style-type: none"> • Project management qualification 	CV and Certificates
EXPERIENCE	<ul style="list-style-type: none"> • Substantial experience leading complex, multi-disciplinary scientific facilities or research infrastructure • Demonstrated success in managing large-scale operations, budgets, and capital investments • Experience securing and managing strategic funding for infrastructure or major initiatives • Experience developing and executing strategic plans and organisational change • Evidence of strategic decision making • Experience of technology development and problem solving • Demonstrable experience of balancing challenging workloads • Experience of project management • Experience of line management 	<ul style="list-style-type: none"> • Proven track record of delivering operational excellence in either academia, industry, or major research organisations • Experience transforming services, infrastructure, or technology platforms • Establishing and coordinating collaborations • Experience of working within a complex multi-disciplinary organisation • Developing and implementing research strategy • Successful management of own projects and those of other staff • Experience of working in a scientific research/NHS or academic environment 	Interview, CV and references



SKILLS	<ul style="list-style-type: none">• Exceptional leadership, communication, and stakeholder management skills• Excellent communication skills and an ability to represent the Institute externally to senior scientific and strategic forums• Ability to handle confidential data appropriately• Negotiation and influencing skills• Presentation skills• Proficient at using computer software• Project Management skills, with the ability to manage multiple projects• Ability to engage in constructive debate and work in teams to support the objectives of the team• Innovative approach to problem solving• To set goals, respond to challenges and take the initiative	<ul style="list-style-type: none">• A bold vision for how scientific facilities can accelerate discovery and translation• The ability to balance strategic thinking with practical execution• Proven credibility to engage effectively with senior scientists, institutional leaders, funders, and external partners	Interview, CV and references
KNOWLEDGE	<ul style="list-style-type: none">• Strong understanding of the needs of modern biomedical or translational research• Broad knowledge of biologically relevant technology platforms• Knowledge in the field of cancer biology• Working knowledge of "Health and Safety at Work" requirements• Knowledge of office systems, processes and technologies	<ul style="list-style-type: none">• Familiarity of the work of Cancer Research UK	Interview, CV and references



<p>OTHER (Please Specify)</p>	<ul style="list-style-type: none">• Highly independent, motivated and proactive• Organised• Ability to work to strict deadlines• Willingness to travel.• To show commitment to equality and fairness and integrity in dealing with others• To be willing to work across organisational boundaries.• To seek new knowledge and share ideas.• To be open and responsive to change and innovation.		<p>Interview, CV and references</p>
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THE CITY OF MANCHESTER AND THE REGION

Manchester is one of the great European cities and the Cancer Research UK Manchester Institute is located a short distance from the city centre and is serviced by regular public transport to the city centre. The city's architecture represents one of the high points of Victorian achievement. The modern city is a major centre of banking, commerce and manufacturing.



It is consistently ranked as the best liveable city in the UK by the Economist Intelligence Unit. In 2021, Manchester was ranked in the top 3 of the TimeOut World's Best Cities list with the comment, "the friendliest city with the best community spirit and top-notch nightlife including its Gay Village and Northern Quarter in the heart of the city." It has a highly cosmopolitan atmosphere, and its cultural life is internationally renowned.

Manchester offers extensive provision for research. Library facilities include the John Rylands University Library (the major library in the North West and the third largest in the country) and the Manchester Central Reference Library.



Housing is varied, plentiful and the price ranges can start moderately priced and are as varied as the requirements. Schooling ranges from world-famous private schools to excellent sixth-form colleges and comprehensives.

Manchester is well served by a major international airport, with direct scheduled flights to many destinations in Europe as well as North America and Asia. Some of the most beautiful countryside in Europe is just short of an hour's drive from the Institute in the Peak District National Park, while the Lake District and Snowdonia in Wales are also within easy reach.





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Manchester Piccadilly railway station has been refurbished and is served by inter-city and other train services – with a direct link to Manchester Airport. The network of Metrolink tram services offers an alternative mode of public transport from certain parts of the conurbation and includes connections near to the Institute.

There are three outstanding professional theatre companies, the halls of the Hallé and BBC Philharmonic orchestras, the Cornerhouse as well as other cinemas, and Europe's fastest-growing Chinatown.

Amongst the developments enriching the area's cultural life have been the opening of the Lowry Centre and Media City at Salford Quays; the opening of the Bridgewater Concert Hall; the refurbishment of the City Art Gallery; the opening of Urbis in the centre of Manchester and of the Imperial War Museum North, designed by Daniel Libeskind, in Trafford.



Trafford, specifically Old Trafford, is known internationally for sport, it is a venue for Test cricket and the home of Manchester United FC. The Commonwealth Games were held in Manchester in 2002 and were highly acclaimed. The Commonwealth Stadium became the home of Manchester City FC in 2003.





OUR BENEFITS PACKAGE

Facilities and General Discounts

We have a wide range of fantastic facilities for you including coffee shops, cafes, and restaurants in various buildings on Oxford Road, library, museum, art gallery, theatre (providing music and drama) and the world-famous radio telescope at Jodrell Bank. You can attend a varied programme of events at these, many of which are free to staff. Staff also have a plethora of discounts available to them on fitness, entertainment, restaurants, hotels, supermarkets, and online retailers.

Health and Fitness

We have a fantastic range of sports and fitness programmes across three of the best sports facilities in the city of Manchester. Each of our facilities provides something for everyone and are in convenient locations across Oxford Road, Fallowfield and all the way into the City Centre. Staff have a discounted membership to these facilities.

Wellbeing

The Institute is committed to supporting staff wellbeing and have a range of resources available. This includes a free 24/7 helpline through our Employee Assistance Programme which allows staff to talk in confidence to trained counsellors and advisers on areas like emotional, physical, and mental health.

The University's counselling service offers confidential help with any personal issues affecting work, self-esteem, relationships, sexuality, mental health and general well-being. It is accessible to all staff and is part of a wider network of help and support; and can advise on where else to seek help and make referrals to NHS mental health services.

The University's Occupational Health service provides confidential services to protect the health of staff and ensures that all health issues are effectively managed. Additionally, the Institute has wellbeing working groups and employee champions to support staff.

We offer a generous annual leave allowance of 32 days per year, (pro rata for part time staff) plus bank holidays for England. The Institute gifts an additional day's leave on Christmas Eve.

Travel

The Institute is committed to reducing its environmental impact and actively supports and promotes travel by sustainable means. We work closely with The Christie NHS Foundation Hospital to have a green travel plan that aims to provide a package of measures that increase the travel options available to staff. These options include as a Cycle to Work Scheme and annual interest-free travel loans with Northern Rail, Stagecoach and Metrolink.

Family Friendly Support

If you have childcare responsibilities the Institute can provide you with a range of support to assist you in balancing your work and home life commitments. Information is available on the government's Tax Free Childcare Scheme and The University's Workplace Nursery Scheme. We also have a range of family friendly policies and staff have the right to request to work flexibly.

Equality, Diversity, and Inclusion (EDI)

The Institute is committed to creating an environment where diversity is celebrated and everyone is treated fairly, regardless of gender, gender identity, disability, ethnicity, religion or belief, sexual orientation, marital or transgender status, age, or nationality. The Institute has an EDI committee which provides leadership, drive and strategic direction on equality, diversity, and inclusion across all parts of the Institute. The committee will seek to promote cultural change and ensure that the EDI action plan is embedded across all functions of the Institute.

Personal Development

Whether you are a research scientist, technical or operational staff, you will receive excellent on the job training and an opportunity to share skills experience and expertise in a collaborative environment. The Institute has a range of training available for support and professional development.

Disability

The Institute is committed to providing a positive working environment free from discrimination, harassment, or victimisation due to a disability where all staff are treated with respect and dignity. The Institute has access to a Disability Advisory and Support Service (DASS) which has a dedicated disability adviser for staff to provide advice, guidance and support about a range of practical adjustments in the workplace.

Pension

We have two generous pension schemes to provide benefits for you and your family. For more details, please contact the HR department.





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ADDITIONAL RECRUITMENT AND SELECTION PARTICULARS

Shortlisted Candidates:

1. We will reimburse reasonable travel expenses. You need to retain all your receipts, as you will need to submit these with your expense claim form. This form will be given to you when you attend your interview.
2. If candidates require accommodation the Institute can arrange this for you. Please notify the HR Department as soon as possible so that this can be arranged on:
Tel: +44 (0)161 200 8870 or +44 (0)161 306 9752
Email: jobs@cruk.manchester.ac.uk.

*Please note that reimbursement for accommodation may **not** apply.*

3. If candidates have any additional support needs to enable them to attend an interview, they will be able to request/discuss this with the HR department when arranging the interview.
4. Shortlisted candidates may be expected to complete a presentation as part of the selection process. Information regarding the duration and title of the presentation will be provided in the invitation to interview correspondence. We supply both laptop and projector for presentations.
5. All dates and times stated in correspondence from the Institute refer to UK BST (British Summer Time).
6. Candidates need to bring along their passport to interview, a copy of which will be taken for our records, when you visit the Institute. If candidates have difficulty in producing their passport, please contact the HR Department prior to the interview on:
Tel: +44 (0)161 200 8870 or +44 (0)161 306 9752
Email: jobs@cruk.manchester.ac.uk

7. MS Teams or **Zoom interview with or without presentation:**
Instances may arise where we propose to hold an online interview as a (first stage) selection process. If this is the preferred method of interview, this will be stated on your invite to interview email. You will be provided with a link and password to attend the interview at a specified time on a specified date. This



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link will redirect you to your MS Teams/Zoom interview. 24 hours prior to interview we will require:

- A contact telephone number emailed to jobs@cruk.manchester.ac.uk along with a scanned copy of passport for ID purposes
- Where applicable, a copy of your presentation emailed to: jobs@cruk.manchester.ac.uk

Please note:

You do not have to have a Zoom account to attend a Zoom interview. You will be prompted to download the software, once you have clicked on the link that you have been provided. You do, however, need to have a working microphone and camera connected to your electronic device, for this interview to go ahead.

The criteria will be consistent with all other candidates.





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STANDARD CRUK MANCHESTER INSTITUTE TERMS AND CONDITIONS

The following is a basic summary of the standard terms and conditions applicable to the post you have applied for:

- The post of Director of Scientific Core Facilities and Services is on a Cancer Research UK pay scale. It's on an M4 grade with a salary of circa £100,000 per annum per annum, dependent upon experience.
- Your employment will be with The University of Manchester appointed under the Cancer Research UK Manchester Institute terms and conditions.
- Salary is paid monthly on the penultimate last working day of the month.
- There are 32 days holiday per year plus Bank Holidays for England.
- Duration of contract is permanent.
- Working hours are 35 hours per week.
- There is a probationary period attached to this post of 6 months. It's standard for many organisations now and consists of two 3-monthly reviews with your line manager.
- You are eligible to join USS (<https://www.uss.co.uk/>) pension scheme.
- You may be eligible to claim relocation expenses in accordance with the criteria listed in the Institute's Relocation Policy.
- Any offer made by the Cancer Research UK Manchester Institute would require the successful candidate to undergo a medical clearance. This is arranged with Occupational Health department at The University of Manchester prior to starting employment and consists of a basic medical. This is to address and gain clearance for any potential hazards identified for the role on offer.
- Offer is subject to receipt of satisfactory references and proof of your highest qualification.
- Offer is subject to documented evidence of your right to work in the UK under the Home Office UK Border Agency Regulations.



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- The appointment will be subject to a satisfactory pre-employment enhanced security check.
- The successful candidate is required to complete a Rehabilitation of Offenders/Criminal Records declaration form at the offer stage of the process. *Please note a criminal record will not necessarily be a bar to obtaining a position.*
- The Institute is promoting a green travel plan and there are staff benefits promoting this including a cycle to work scheme and the use of public transport. There are strong links to bus routes and trains to all CRUK Manchester Institute locations. More information about this can be found on our 'Our Benefits Package' page or by contacting the HR Department.

Please note there are car parking restrictions imposed around these sites.



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**THANK
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Cancer Research UK Manchester Institute is a Research Institute within
The University of Manchester and is core funded by Cancer Research UK