COLLEGE HUBS

PLANNING AND STRATEGIC PROJECTS UNIT

RESEARCH, ENGAGEMENT & INNOVATION SERVICES

FINANCE (PROCUREMENT)

“SEAMLESS LOCAL PROFESSIONAL SERVICES”
College hubs are physically located at College level to support local needs, and are populated by knowledgeable professional services staff who understand the purpose and strategic aims of the University and College. The hub based team has a wealth of knowledge and experience of working in collaboration with external stakeholders such as business partners and research sponsors.

<table>
<thead>
<tr>
<th>Function</th>
<th>Benefit of College Hub delivery model</th>
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<tbody>
<tr>
<td>Research Development</td>
<td>• Increased volume and quality of submitted bids</td>
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<td></td>
<td>• Proactive facilitation of grant development at source</td>
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<td></td>
<td>• External networking intelligence and good practice</td>
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<tr>
<td>Risk and Project Assurance</td>
<td>• Improved quality of submitted bids</td>
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<td></td>
<td>• Improved project delivery capability</td>
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<td>• Proactive management of administrative issues impacting projects</td>
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<td>• More active management of project risks to College/University objectives/strategies</td>
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<tr>
<td>Project Services</td>
<td>• Supporting you locally at regular intervals throughout the week to provide adhoc support</td>
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<td>• Delivering services locally (i.e. claims meetings, audit support, budget reviews)</td>
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<td>• Working closely with Research Support Advisors as first point of local contact for Project Services</td>
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<td>• Supporting and advising on project audit</td>
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<tr>
<td>Procurement</td>
<td>• Support and advice at source</td>
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<td></td>
<td>• Rapid procurement</td>
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<td></td>
<td>• Procurement planning schedule to maximise resource</td>
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<tr>
<td>Business Engagement and Impact</td>
<td>• Proactive and targeted business engagement</td>
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<td></td>
<td>• Impact support and coordination at source</td>
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<td></td>
<td>• Better coordination across university via a CRM culture</td>
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<tr>
<td>College Strategic Delivery</td>
<td>• Translation of University and College strategy</td>
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<td></td>
<td>• Local prioritisation of activities</td>
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<td>• Decisions made at local level to enhance delivery</td>
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</table>
THE COLLEGE HUB STRUCTURE

College of Arts & Humanities

College of Law

Arts, Humanities & Law Hub

Science Hub

Professional Services, REIS, PSPU & Finance

Bay Hub

Life Science Hub

College of Human & Health Sciences

College of Science

School of Management

College of Engineering

Swansea University Medical School
## Embedded College Hub Staff

<table>
<thead>
<tr>
<th>Hub Role</th>
<th>Brief Description</th>
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<tbody>
<tr>
<td>Hub Manager</td>
<td>Manage and lead College-based Hub activity based on strategic priorities and targets of colleges. Will work closely with central PS managers.</td>
</tr>
<tr>
<td>Research Development Officer</td>
<td>First point of contact for research enquiries with local responsibility for proactively facilitating quality research bids in line with college priorities and targets, the internal SURGE fund and management of external sponsors and associated opportunities.</td>
</tr>
<tr>
<td>Research Development Bid Writer</td>
<td>Local responsibility for editing and enhancing research bids drafted by Principal Investigators to increase quality.</td>
</tr>
<tr>
<td>Research Support Advisor</td>
<td>Local point of contact for grant development and delivery queries, including support to PIs in use of Award Management System (AMS) to create project costings.</td>
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<tr>
<td>Project Portfolio Manager</td>
<td>Local responsibility for proactive project management, assurance and risk on behalf of the College/University for external projects.</td>
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<tr>
<td>Impact and Engagement Officer</td>
<td>Local responsibility for proactive business engagement and coordination via a CRM culture. Role will also support impact agenda for the Colleges.</td>
</tr>
</tbody>
</table>
The Life Science Hub covers the academic disciplines of Health Science, Medicine, Psychology and Social Work (policy and administration).

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The Bay Hub covers the academic disciplines of Management, Economics, Engineering & Sports Science.

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The Science Hub covers the academic disciplines of Bioscience, Chemistry, Computer Science, Geography, Mathematics and Physics.

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The Arts, Humanities & Law Hub covers the Academi Hywel Teifi, Criminology, English Language and Literature, History and Classics, Languages, Translation and Communication, Law, Politics and Cultural Studies.

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