JOBTITLE: LEAD IN REGULATORY INNOVATION, CAMBRIDGE CENTRE FOR ALTERNATIVE FINANCE (FIXED TERM)

REPORTSTO: EXECUTIVEDIRECTOR, CAMBRIDGECENTREFOR ALTERNATIVEFINANCE

Background

The role-holder, as one of the Department’s senior managers, is responsible for the Cambridge Centre or Alternative Finance (CCAF) co-heading one the CCAF’s key initiatives: the Cambridge Regulatory Innovation Hub. The role-holder must manage a coherent and strategic agenda for regulatory research, digital tools, capacity building and technical assistance. This agenda includes close and large-scale collaboration with over 200 regulatory authorities, development partners and academic institutions around the world. The role-holder must be able to effectively manage and conduct individual or collaborative projects which advance global knowledge and capacity in regulatory innovation.

The role-holder must be able to implement policies and procedures that facilitate excellence in research and capacity building in order to strengthen and support the national and international reputation of the CCAF’s research excellence.

The role holder must develop and implement a strategy which furthers the objectives of the Cambridge Regulatory Innovation Hub and the wider CCAF, including:

- regulatory research and intelligence gathering to create an evidence base to support regulatory decisions which facilitate safe and inclusive digital financial services
- deliver accessible and practical capacity building and educational tools for a diverse range of regulatory stakeholders, alongside bespoke jurisdiction-specific programmes of technical assistance
- enable and drive knowledge creation and exchange between regulators, policy makers and related stakeholders to promote and adopt best practices, effective strategies and informed decision making.

The role

The role-holder will lead and manage the Cambridge Regulatory Innovation Hub work programme and the wider team. This is a crucial role in managing one of the CCAF’s key initiatives through strategic implementation of regulatory research, digital tools, capacity building and technical assistance activities and related operations.

The role includes senior managerial responsibilities relating to the administration of the research programmes, as well as supervising research projects and related activities.
These workstreams are key deliverables not only for the CCAF’s fundraising strategy, but also contribute to the substantially to the CCAF’s policy, regulatory and industry outreach, and impact work.

**Main responsibilities**

**Leadership**

- Lead the Cambridge Regulatory Innovation Hub in delivering key objectives and workstreams.
- Set a clear vision and strategy for the team to deliver objectives.
- Build an inclusive and collaborate culture which exemplifies the behaviours and values of the Centre.
- Support the development of the professional capabilities of team members, advocating a proactive approach to learning and development.

**Strategy**

- Contribute to long-term aims and direction of the CCAF’s regulatory programmes including setting strategic objectives and milestones, monitoring and reporting progress to executive leadership team.
- Set plans, goals and actions to achieve the team's deliverables.
- Advise the Executive Director of the CCAF on matters of strategy, policy, planning and implementation across all areas of work.
- Be a member of appropriate committees and ensure agreed policies are implemented in a timely way.

**Funding**

Take initiative to actively seek out potential funding opportunities, develop the Centre's funding strategy, ensure effective communication strategies. This includes the following:

- manage and direct major funding applications
- advise and support with the content of grant applications through the management and co-ordination of all aspects of proposal writing and grant submission
- work with the leadership team of the CCAF to plan and project manage research related activities and capacity building and education programmes, as well as new ventures and collaborations.

**Stakeholder engagement**

- Develop and maintain strategically important stakeholder relationships for the CCAF with key institutions, and strengthen the global reputation of the CCAF and the Cambridge Regulatory Innovation Hub, including speaking and presenting in international fora and events.
- Represent the Cambridge Regulatory Innovation Hub and the CCAF at strategically important events and engage with senior decision-makers at institutions such as financial regulatory authorities and policy makers, and other international and transnational regulatory bodies.
- Liaise and build networks with external key stakeholders and colleagues in other academic institutions undertaking a similar role.
• Oversee the dissemination and promotion of project outputs to governments, regulators and policy-makers, development partners, corporates, multi-national institutions, academic and industry partners at a global level.

Management of budget

• Develop and manage budgets for programme activities, formulate budget plans and forecasts including those required for the annual planning round.

• Identify appropriate sources of funding for Cambridge Regulatory Innovation Hub activities and infrastructure requirements, and manage specific initiatives eg bids for new infrastructure or refurbishment projects.

Other

• Gather and disseminate quantitative and qualitative regulatory innovation research and insights to inform the development of a suite of digital regulatory support tools and capacity building and education programmes.

• Continue to iterate the scope and functionality of the Regulator Knowledge Exchange (RKE) – a peer-led digital community platform that creates dialogue between regulators and policy makers on working on digital financial services.

• Oversee the delivery of the RKE as the foundational component of the other workstreams in the portfolio, to provide a suite of products delivered for, and shared with regulators through the RKE, which take the form of insights, digital tools, capacity building, and digitised scalable technical assistance through the Cambridge Regulatory Innovation Hub.

• Have responsibility for supporting the other workstreams of the Cambridge Regulatory Innovation Hub.

The person

The ideal candidate should have the following qualities, skills, and attributes. You are asked to provide a CV and a covering letter demonstrating how your own experience meets these requirements:

• Educated to post-graduate degree level, ideally in a relevant subject.

• Extensive research and/or programme management experience in alternative finance field, especially in online models and instruments.

• Proven track record in interacting, collaborating and communicating at the highest level with governments, regulators, development partners and third-party bodies/organisations.

• Programme design experience with a research focus: proposal development, survey instrument development, sample planning, field management, testing programmed surveys, analytic plan development, reviewing data tabulations, analysing results, developing executive summaries, presenting results, validating data use).

• Administrative IT skills including high level Microsoft Office suite, particularly Excel.

• Administrative or project management experience in a similar environment.

• Experience of writing reports and conveying complex issues in a way that can be easily understood. Proven record in publishing widely cited and cutting-edge research in regulatory research.
• Proven track record in managing a large-scale international collaboration in online alternative finance research and achieved deliverables.

• Significant experience and knowledge of alternative finance, especially related to fintech models related to online finance channels, alternative credit systems, payment systems and applicable technologies and financial regulation.

• Ability to work closely with research scientists and understand their research priorities.

• Ability to draft complex documents including data for publications and research proposals.

• Ability to synthesise scientific concepts and present complex scientific and financial data in verbally and in written form.

• Proven interpersonal skills to interact with a wide range of people.

• Excellent IT skills.

• Excellent organisational skills.

• Demonstrate highly specialised knowledge of Research Management involving a critical understanding of relevant theory and/or principles outside of the immediate specialism.

• Strong organisational skills including ability to plan work and manage conflicting priorities rapidly.

• Professional presentation skills.

• Strong interpersonal skills.

• Proficiency in running questionnaire-based research and proven record in delivering investor and issuer-based research across multiple jurisdictions and locations.

• Additional language skills: Spanish desirable

• Available to travel regularly and work remotely. On occasion, for weekends or on-call as related to research deadlines.

Benefits

This is a full-time position working 37 hours per week. There will be a six-month probationary period. Holiday entitlement is 33 days per annum plus eight days of public holidays. The salary will be in the range £43,414-£54,949 per annum.

The full incremental salary range for the position is advertised in order to demonstrate the progression for the Grade. In the majority of cases appointments will be made at the Grade minimum; only in very specific exceptional circumstances can a higher salary be offered.

The finds for this role are available for one year in the first instance.

The University of Cambridge comprises more than 150 departments, faculties, schools, and other institutions, plus a central administration and 31 independent and autonomous Colleges. It is one of the world’s oldest and most successful universities, with an outstanding reputation for academic achievement and research.

With excellent benefits, extensive learning opportunities and a stimulating and attractive environment, the University of Cambridge is a great place to work. Our employees are eligible for a wide range of competitive benefits and services. We give them access to numerous discounts on shopping, health care, financial services, and public transport. We also offer final salary pensions and tax-efficient bicycle and car lease schemes.
We have two nurseries and a holiday play scheme to help support those with childcare responsibilities and we offer various types of family-friendly leave to aid employees' work-life balance. In addition, we operate a number of initiatives to promote career development, health and well-being.

Further details can be found at www.admin.cam.ac.uk/offices/hr/staff/benefits. There is also a range of information about living and working in Cambridge at www.jobs.cam.ac.uk.

Application arrangements

To submit an application for this vacancy, please search for this position on the University's Job Opportunities website at www.jobs.cam.ac.uk and click on the "Apply online" button at the bottom of the relevant job description. This will route you to the University's Web Recruitment System, where you will need to register an account (if you have not already) and log in before completing the online application form.

The closing date for applications is 2 November 2022.

Applicants are required to provide details of two referees. These will not be contacted unless the applicant is shortlisted.

Equality of opportunity at the University

The University of Cambridge is committed to a proactive approach to equality, which supports and encourages all under-represented groups, promotes an inclusive culture and values diversity. Entry into employment with the University is determined by personal merit and by the application of criteria required for the post. No applicant for an appointment or member of staff will be treated less favourably than another on the grounds of sex (including gender reassignment), marital or parental status, race, ethnic or national origin, colour, disability (including HIV status), sexual orientation, religion, age or socio-economic factors.

The University has various diversity networks which help it to progress equality; these include the Women’s Staff Network, the Disabled Staff Network, the Black and Minority Ethnic Staff Network and the Lesbian, Gay, Bisexual and Transgender Staff Network.

Information if you have a disability

The University welcomes applications from individuals with disabilities and is committed to ensuring fair treatment throughout the recruitment process. Adjustments will be made, wherever reasonable to do so, to enable applicants to compete to the best of their ability and, if successful, to assist them during their employment.

We encourage applicants to declare their disabilities in order that any special arrangements, particularly for the selection process, can be accommodated. Applicants or employees can declare a disability at any time.

Applicants wishing to discuss any special arrangements connected with their disability can, at any point in the recruitment process, contact a member of Cambridge Judge Business School's HR team who are responsible for recruitment to this position by email on hr@jbs.cam.ac.uk.