

Job description

Job title: **Managing Consultant – R&D**

Reports to: **Group Marketing Manager**

Overall purpose:

This is a senior and challenging role responsible for the planning, development and delivery of new and enhanced products to OPP's Group portfolio of world leading psychometric products. This portfolio includes the 16PF®, MBTI® Step I, MBTI® Step II, FIRO® and TKI instruments.

The role leads a team of research and development psychologists.

Principal accountabilities:

1. **New Product Development**

Develop new or enhanced psychometric products and services to meet current client needs, and to anticipate future needs:

- Develop ideas for new or enhanced psychometric tools and techniques
- Ensure market intelligence on the technical properties of competitor products are gathered and maintained to inform decision making across the business
- Support the Product Manager to develop business cases and market requirement documents for new product proposals to define the 3-year product roadmap
- Deliver agreed three year product roadmap on budget and on time, managing this process according to OPP's project management processes
- Work closely with stakeholders at CPP to agree research and product roadmap for the CPP portfolio in Europe, including translations and implementation on OPPAssessment, OPP's electronic product platform

2. **Business Support**

Provide support and meet the needs of internal stakeholders and the needs of customers, including:

- Write technical resources and provide technical support for marketing materials relating to OPP's psychometric products
- Support the client-led customisation of OPP products, including the development and delivery of bespoke and tailored electronic reports. Work with sales and customer support to meet customer requirements.
- Provide technical pre-sales support to sales and account management teams globally

- Provide support and product knowledge expertise to the business, including training and communication
- Respond to customer and business enquiries in a knowledgeable and timely fashion

3. Research

Manage the R&D team (currently three psychometric research consultants) to deliver research projects for pre- and post-publication test development, including:

- Development of test items, including their translation and adaptation for multiple languages
- Oversee validation research for all new test development, including the research design, data collection and appropriate data analysis
- Design and manage pre- and post-publication validation studies, including developing appropriate criterion measures, and collaboration with customer, partners and market research agencies, as appropriate
- Develop norms and other relevant statistical data in support of new and existing products
- Document the research process for internal and external communication, including writing copy for manuals, journal articles, conference presentations, internal communications and PR

4. Thought Leadership

Ensure that OPP is seen as a leader in the psychometric industry, including:

- Ensure appropriate data-management and warehousing processes are followed to enable OPP to draw on such data for both client-specific requests (e.g. technical pre-sales) and the development of research appropriate for presentation to academic and practitioner audiences
- Promote OPP as innovative to a wide audience through presentations to scientific and practitioner conferences, and through publication of papers and articles
- Collaborate and network with research and academic institutes globally.

5. Line Management

- Build and manage a high performing and entrepreneurial research and development team
- Provide effective management and leadership, performance reviews, development, coaching, mentoring and one to one time with direct reports

Carry out other such duties as may reasonably be required, commensurate with the grade of this post

This job profile is current as at the date shown below. In consultation with the post-holder it is liable to variation by management to reflect or anticipate changes in or to the job.

Person Specification

Factor	Essential	Desirable	Means of assessment
Professional qualifications /training	<ol style="list-style-type: none"> 1. Post-graduate degree in psychology 2. Experience of using psychometric products in business 	<ol style="list-style-type: none"> 1. Qualification and experience in use of OPP's portfolio in business 2. PhD in psychology 	CV/ Application
Relevant experience	<ol style="list-style-type: none"> 1. Experience in product strategy or development of psychometric products from design to delivery 2. Experience of managing R&D projects 3. Roadmap planning and management 4. Knowledge of psychometric instruments and their markets 5. Both practitioner and development experience with trait-based personality instruments, ideally the 16PF. 6. A track record of successful large-scale project management in a commercial environment 7. Proven ability to communicate technical information to non-technical people in a clear way, both orally (including group presentations) and in writing 8. Line-management of a professional team 	<ol style="list-style-type: none"> 1. Marketing products and services to the professional services sector 2. Publication in peer-reviewed psychology journals and conferences 3. Qualification and experience in applying OPP's key products in commercial settings. Most importantly the 16PF and other trait-based instruments, but experience in any of the following would also be an advantage: <ul style="list-style-type: none"> • MBTI Step I • MBTI Step II • FIRO-B • Or other Level A and B instruments 	Application/ Interview
Job specific skills	<ol style="list-style-type: none"> 1. Proven ability to develop propositions to meet market needs 	<ol style="list-style-type: none"> 1. Experience of selling and delivering psychological products or services 	Application/ Interview

	<ol style="list-style-type: none"> 2. Research & Analysis Techniques 3. Ability to explain complex concepts to business customers in a way that addresses business needs 4. Track record of psychometric test development and research, including publication 5. High degree of numeracy and competence in using statistical packages such as SPSS 6. Significant knowledge and experience of the majority of the following: <ul style="list-style-type: none"> • Developing ability and personality instruments • Developing computer-based assessments • Writing computer-generated reports • Producing norm tables • Applications of classical test theory (internal consistency, reliability etc.) • Validity studies • Multiple regression • Exploratory and confirmatory factor analysis • Item response theory (IRT) • Computer adaptive testing (CAT) 	<ol style="list-style-type: none"> 2. Knowledge of sales processes. 3. Primary and secondary market research techniques. 	
Competencies	<ol style="list-style-type: none"> 1. Commercial focus 2. Problem solving and judgement 3. Planning and organisation 4. Client Focus 5. Written communication 6. Team working 7. Managing & Leading 8. Technology Orientation 9. Passion, drive and commitment 10. Interpersonal effectiveness 	<ol style="list-style-type: none"> 11. Resilience and flexibility 12. Integrity 13. Self Development 	Interview/ psychometrics

Summary of main terms and conditions of employment

The terms and conditions of employment applying to the position are as follows:

1. Salary

Commensurate with experience

2. Benefits

- 25 days paid holiday, plus up to five days unpaid leave per annum
- Free individual private healthcare or dental cover
- Group personal pension scheme where OPP matches individual contributions between 3% and 5% (eligible to join after three months)
- Life assurance, paying four times salary
- Parking available on site
- Employee Assistance Programme
- Child care voucher scheme

3. The contractual notice for staff in the above post is 2 month on either side.

4. The probationary period is 3 months.

5. Hours of work: 37½ hours per week. Some adjustment to hours may be possible to accommodate those requiring flexibility.

Applications

To apply, please send/email your CV with a covering letter to the Human Resources Department, OPP Ltd, Elsfield Hall, 15-17 Elsfield Way, OX2 8EP.

Email: - careers@opp.eu.com

For further information, visit the OPP Website at www.opp.eu.com