Responsibilities and Tasks

Entry

- Explain the use and considerations of common indicators
- Help to deliver introductory training about bibliometrics
- Understand the importance of author disambiguation tasks
- Advocate for the adoption of author identifiers, such as ORCiDs
- Promote the responsible use of metrics
- Support staff in gathering bibliometric data
- Keep updated in the field (i.e. attending conferences and networking)

Advanced

- Advise on the selection of indicators for specific research questions (e.g., potential collaborations)
- Apply the responsible use of metrics to specific scenarios
- Explain citation elements of each university league
- Produce reports handling different types of sources and interpret confidently
- Participate in key national debates about how research quality should be evaluated
- Actively participate in publications and conferences in the bibliometrics field
- Undertake research into users’ needs for analytical tools
- Design, develop and deliver more advanced training
- Understand the complexity and nature of different institutions
- Provide support with standardisation of institutional profiles
- Advise on definitions of impact and how to demonstrate it beyond academia
- Apply the principles about integrity, reproducibility and open research

Expert

- Monitor changes in research evaluation policies in national and international scenarios
- Advise on the design of institutional research priorities providing key strategic performance indicators
- Make recommendations on the development and implementation of institutional responsible metrics policies
- Support decision making regarding to subscriptions to databases or analytical tools
- Provide expert advice and training to the bibliometric community and acts as a mentor
- Identify institutional strengths and weaknesses, and advise on strategies for improving citation performance
- Participate in regional, national, international advisory bodies on the definition and use of KPIs

Barrantes, Vanhaverbeke, & Dobre 2021 Competencies Model: Responsibilities and Tasks