

Academic: Research Job Family – Grade 5

Role Summary

Role holders at this grade will provide support and assistance to a research team/project by undertaking specified activities/tasks e.g. collecting and collating data, carrying out and recording the results of tests and/or experiments, undertaking literature reviews etc. They will be responsible for planning and prioritising their work, ensuring that targets/deadlines are met, and will be required to exercise initiative and judgement, within established procedures/policies, to resolve work issues and problems (with guidance as required). Role holders will require sufficient breadth/depth of specialist knowledge to effectively support the research programme, where knowledge is typically gained through a degree (or equivalent professional qualification) in a relevant subject area and/or appropriate experience in the key research techniques/methods. Role holders are likely to be working towards a PhD.

Representative Work Activities (Based on National Library of Role Profiles/HERA)

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| Teaching & Learning Support | <ul style="list-style-type: none"> Assist in the supervision of student projects. Could be expected to contribute to introductory courses, for example on the use of research methods and equipment. |
| Research | <ul style="list-style-type: none"> Undertake basic research, for example by preparing, setting up, conducting and recording the outcome of experiments and field work, the development of questionnaires and conducting surveys. Conduct literature and database searches. Analyse and interpret the results of own research and generate original ideas based on outcomes. |
| Communication | <ul style="list-style-type: none"> Write up results of own research. Contribute to the production of research reports and publications. Present information on research progress and outcomes to bodies supervising research e.g. steering groups. Prepare papers for steering groups and other bodies. |
| Liaison & Networking | <ul style="list-style-type: none"> Liaise with research colleagues and support staff on routine matters. Make internal and external contacts to develop knowledge and understanding and form relationships for future collaboration. |
| Team Development | <ul style="list-style-type: none"> Provide guidance as required to support staff and any students who may be assisting with the research. |
| Teamwork & Motivation | <ul style="list-style-type: none"> Actively participate as a member of a research team. Attend and contribute to relevant meetings. |
| Pastoral Care | <ul style="list-style-type: none"> Required to show sensitivity/consideration to others. |
| Initiative, Problem-Solving & Decision-Making | <ul style="list-style-type: none"> Make use of standard research techniques and methods. Deal with problems which may affect the achievement of research objectives and deadlines. Contribute to decisions affecting the work of the team. |
| Planning & Organising Resources | <ul style="list-style-type: none"> Plan own day-to-day research activity within the framework of the agreed programme. Co-ordinate own work with that of others to avoid conflict or duplication of effort. Contribute to the planning of research projects. |
| Sensory & Physical Demands | <ul style="list-style-type: none"> Demands may vary from relatively light to a high level depending on the discipline and type of work undertaken, and may involve carrying out tasks that require the |

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| | learning of certain skills. |
| Work Environment | <ul style="list-style-type: none"> • Work environment will vary according to job type, but there may be exposure to: <ul style="list-style-type: none"> - unpleasant/moderately hazardous work environments (e.g. working in a laboratory, exposure to chemicals, use of some hazardous machinery etc) where use of standard protective clothing/safety equipment will be required; - some very hazardous/high risk work environments (e.g. working with highly toxic chemicals, radioactive substances, carcinogenic materials) where specialist health and safety procedures must be adhered to. |
| Knowledge & Experience | <ul style="list-style-type: none"> • Required to possess sufficient breadth/depth of specialist knowledge in the discipline to contribute to the research programme. • Degree (or equivalent professional qualification) in a relevant subject area and/or appropriate experience in the key techniques/analyses, and likely to be working towards a PhD. • Engage in continuing professional development in order to update knowledge and develop skills. • Knowledge of and adherence to the University's Health and Safety and Equal Opportunities policies/procedures. |

Personal Skills and Attributes

- Sound research/analytical skills and problem solving capability – able to deal with/react to unforeseen problems or issues.
- Well developed communication and interpersonal skills.
- Ability to work independently.
- Supportive and co-operative team member.
- Proven planning, organisational and prioritising capability.
- Receptive to new ideas, approaches and change.
- Courtesy, respect and collegiality at all times.