

## JOB DESCRIPTION

<b>Job Title:</b>	Research Fellow	<b>Grade:</b>	AC2
<b>Department/School:</b>	Institute for Lifecourse Development (ILD)	<b>Date of Job Evaluation:</b>	
		<b>SOC Code:</b>	2119
<b>Role reports to:</b>	Professor of the Institute for Lifecourse Development		
<b>Direct Reports</b>			
<b>Indirect Reports:</b> <b>Other Key contacts:</b>	ILD Director and Deputy Director, Centre Leads and Practice Leads, FEHHS Associate Heads R&E, Associate Dean R&E		
<p>This role profile is non-contractual and provided for guidance. It will be updated and amended from time to time in accordance with the changing needs of the University and the requirements of the job.</p>			

### **PURPOSE OF ROLE:**

The main purpose of the role is to conduct independent high quality research and enterprise in the Institute for Lifecourse Development (ILD) and support projects and activities as required by ILD Professor. The person appointed will be expected to:

- Engage in independent research and knowledge exchange in the ILD centres, and in so doing contribute to the research profile of the Institute for Lifecourse Development and to the REF submission for the relevant units of assessment.
- Contribute to the delivery of high quality, innovative and effective education and training in the specialist areas of research and knowledge exchange.
- Support research and knowledge exchange in the ILD centres, aiming at developing research projects and pursue funding.

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- Contribute to the effective operation of the research Centre and any associated facilities.

**KEY ACCOUNTABILITIES:****Team Specific:**

- Engage in **independent and impactful** subject specific research leading to the publication and/or dissemination of original work.
- Engage in **collaborative** and **interdisciplinary** research supporting the Faculty and the ILD.
- Contribute to the research profile of the ILD, and to the REF submission of the Institute for Lifecourse Development, Faculty of Education, Health and Human Sciences.
- Provide **leadership and scientific direction** of individual work packages within larger research and knowledge exchange projects under the leadership of an overall Principal Investigator or internally funded or externally funded research and enterprise projects.
- To contribute to the development of funding bids which contribute to the acquisition of internal and external resources to fund research and/or knowledge exchange.
- Disseminate research and knowledge exchange findings at national conferences and symposia.
- Engage with the international, national or regional public/cultural sectors/business, industry/professional bodies in relation to research or knowledge exchange.
- Participate in the supervision of PGR students.
- Contribute to the delivery of some high quality, innovative and effective education and training in specialist areas of research and knowledge exchange.
- Supervise undergraduate and masters research projects that contribute to the programme of work of the Research Fellow.
- Proactive contribution to research Centres/Faculty/School plans, activities and efficient working practices.
- Promote your work and represent your discipline and the work of the University internally and externally.
- Contribute to the continuous improvement of the student experience.
- Effective cross working with Professional Services to support students and research in the Faculty.
- Contribute to relationship management and engagement with key international, national or regional public/cultural sectors/business, industry/professional bodies in relation to research and/or enterprise.
- Supervision of undergraduate and postgraduate students.
- Contribute to the general academic administrative work of the ILD and Faculty.

**Generic:**

- Assist the Centres of the Institute for Lifecourse Development in achieving the Faculty KPIs.
- Contribute to Faculty plans, activities and efficient working practices.
- Participate, as appropriate, in visits to schools, community groups, public engagements and related activity.
- Demonstrate a commitment to **equality, diversity and inclusion** through engagement with University initiatives.
- Promote your work and represent your discipline and the work of the University internally and externally, and take a proactive approach to ethical, good practice.

**Managing Self**

- Keep abreast of developments within the field and seek continuous improvement of own professional practice.
- Actively participate in established professional development framework activities.
- Behave in a manner which reflects the University's values and creates a positive environment for work and study.
- Maintain a high standard of student engagement and satisfaction.
- Seek to maximise the learning outcomes of students (as appropriate).

Undertake any other duties as requested by the line manager or appropriate senior manager, commensurate with the grade.

**Core Requirements:**

- Adhere to and promote the University's policies on Equality, Diversity and Inclusion and Information Security;
- Ensure compliance with Health & Safety and Data Protection Legislation;
- Support and promote the university's Sustainability policies, including the Carbon Management Plan, and carry out duties in a resource efficient way, recognising the shared responsibility of minimising the university's negative environmental impacts wherever possible
- Adhere to current legal requirements and best practice relating to digital content and accessibility, including Web Content Accessibility Guidelines when creating digital content.

**Additional Requirements:**

This is a professional, demanding role within a complex organisation with an ambitious strategic plan and agenda for change. The role holder will be expected to show flexibility in working arrangements, including working hours, to ensure that ILD deliver the required level of service.

**KEY PERFORMANCE INDICATORS:**

Performance Indicators will be established in consultation with the ILD Professor and Director of the Institute for Lifecourse Development as part of the post-holder's annual Appraisal and Professional Development Review.

**KEY RELATIONSHIPS (Internal & External):**

- Senior Faculty Management Team, Institute for Lifecourse Development, Centre Leads and colleagues
- Greenwich Research and Innovation Staff
- External collaborators
- Key partners and stakeholders

**PERSON SPECIFICATION**

<b>Essential</b>	<b>Desirable</b>
<p><b>Experience</b></p> <ul style="list-style-type: none"> <li>• Independent subject specific research leading to the publication of original work in peer reviewed publications.</li> <li>• Experience in providing scientific direction to research work typically under the overall supervision of a principal investigator.</li> <li>• Specialist knowledge in the discipline to support the research area and to deliver some specialist teaching or training programmes.</li> <li>• Experience of winning external funding or supporting winning of external funding.</li> <li>• Dissemination of research and/or enterprise findings at conferences or symposia</li> <li>• Student care and pastoral provision</li> </ul> <p><b>Skills</b></p> <ul style="list-style-type: none"> <li>• Specialist research skills appropriate to the appointment</li> <li>• Ability to both work independently and (where appropriate) as part of a team</li> <li>• Effective communication skills (including external audiences)</li> <li>• Outstanding organisational, IT communication and interpersonal skills</li> </ul> <p><b>Qualifications</b></p> <ul style="list-style-type: none"> <li>• PhD in Health, Psychology, Education, Sociology or related field</li> </ul> <p><b>Personal attributes</b></p> <ul style="list-style-type: none"> <li>• We are looking for people who can help us deliver the <a href="#">values</a> of the University of Greenwich: Inclusive, Collaborative and Impactful</li> </ul>	<p><b>Experience</b></p> <ul style="list-style-type: none"> <li>• Research experience in the areas of ageing and dementia, or place and space</li> <li>• Supervision of student research activities</li> <li>• Supervision of postgraduate research students</li> <li>• Engagement with national or regional public/cultural sectors/business/industry/professional bodies in respect of research</li> </ul> <p><b>Skills</b></p> <ul style="list-style-type: none"> <li>• Use of participatory, creative and/or innovative research methods</li> </ul> <p><b>Qualifications</b></p> <ul style="list-style-type: none"> <li>• N/A</li> </ul> <p><b>Personal attributes</b></p> <ul style="list-style-type: none"> <li>• N/A</li> </ul>