

JOB DESCRIPTION

Job Title:	Research Assistant	Grade:	SP7
Department:	School of Human Sciences	Date of Job Evaluation:	
Role reports to:	Emma O'Dwyer		
Direct Reports	None		
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.			

PURPOSE OF ROLE: To provide research assistance for an ongoing multidisciplinary project – *Fostering community food resilience through mutual aid networks and cooperatives*. This project examines the role of grassroots organising and community groups working towards food justice during the ongoing cost-of-living crisis in London.

KEY ACCOUNTABILITIES:

Team Specific:

- Contribute to the project leading to the submission of an academic journal article
- Undertake qualitative analysis under the supervision of the principal investigator
- Prepare literature review to support preparation of academic outputs
- Support the dissemination of research findings at national conferences and symposia

Generic:

- Assist the Centre for Inequalities in achieving its KPIs
- 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:

- Behave in a manner which reflects the University values and creates a positive environment for work and study

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

Additional Requirements:

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

KEY PERFORMANCE INDICATORS:

Performance Indicators will be established in consultation with the principal investigator of the project at the University of Greenwich, Emma O'Dwyer.

KEY RELATIONSHIPS (Internal & External):

Dr Emma O'Dwyer, Academic Portfolio Lead, Psychology & Counselling Portfolio

PERSON SPECIFICATION	
Essential	Desirable
Experience <ul style="list-style-type: none"> • Some understanding of qualitative research methods and a willingness to learn how to analyse qualitative data • Some experience of conducting literature reviews • Interest in social psychological theory and research Skills <ul style="list-style-type: none"> • Effective communication skills (oral and written) • Outstanding organisational, IT communication and interpersonal skills • Ability to work independently and as part of a team Qualifications	Experience <ul style="list-style-type: none"> • Experience of analysing qualitative data • Previous research assistant experience • Relevant volunteering experience e.g., in a food bank, community kitchen etc. Skills <ul style="list-style-type: none"> • NVivo • Zotero Qualifications <ul style="list-style-type: none"> • Undergraduate degree in psychology (2.1 minimum) • MSc/PhD in relevant social science discipline Personal attributes <ul style="list-style-type: none"> • N/A

- Undergraduate degree in relevant social science discipline (2.1 minimum)

Personal attributes

- Time management
- Reliability
- We are looking for people who can help us deliver the [values](#) of the University of Greenwich: Inclusive, Collaborative and Impactful