

## JOB DESCRIPTION

**Job Title:** Senior Research Fellow

**Grade:** AC3

**Department:** Institute for Lifecourse Development (ILD)

**Responsible to:** Director of the Institute for Lifecourse Development

**Responsible for:** N/A

**Key Contacts:** ILD Deputy Director, Centre Leads and Practice Leads, FEHHS Associate Heads R&E

**Standard Occupational Classification (SoC code):** 2119

**Non-Contractual Nature of Role Profile:** 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

The main purpose of the role is to conduct research, publish in esteemed outlets, pursue external research funding, and support projects/activities in the Institute for Lifecourse Development. The person appointed will be expected to:

- Lead and participate in the acquisition and management of external and
- Internal research resources against targets.
- Publish a body of outputs at levels of national and international excellence
- as leading or contributing author.
- Contribute to the preparation of large-scale bids led by ILD team.
- Lead and contribute to the design and management of research and knowledge exchange projects in the ILD and to the REF submission for the
- relevant units of assessment.
- Co-supervise research students.
- Contribute to the research administration of the ILD and ILD Centres.
- Create and maintain strong stakeholder relationships at regional, national
- and international level.

### KEY ACCOUNTABILITIES

**Team Specific:**

- Lead and contribute to the acquisition and management of internal and external research funding against targets.
- Lead and contribute to the design and management of impactful research leading to the publication and dissemination of original work at levels of national and international excellence as leading or contributing author.
- Lead and contribute to collaborative and interdisciplinary research in the Faculty and the ILD.
- Provide leadership and scientific direction of individual work packages within larger ILD research and knowledge exchange projects in externally funded research and knowledge exchange projects.
- 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.
- Develop and lead research and knowledge exchange with internal and external partners.
- Disseminate research and enterprise findings at conferences and symposia.
- Supervise research students at undergraduate, masters or doctoral level.
- Participate in the development of research training short courses or programmes, at the leading edge of the discipline.
- Contribute proactively to research Centres/Faculty/School plans, activities and efficient working practices.
- 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 knowledge exchange.
- Contribute to creating a positive and collegiate environment that promotes and supports equality, diversity and inclusion and places emphasis on open communication.
- Contribute to the general academic administrative work of the ILD and Faculty.

**Generic:**

- Growing recognition and esteem as a key figure by the international academic community in areas relevant to Centres within the Institute.
- Contribute to Faculty plans, activities and efficient working practices.
- Have accountability for the acquisition and management of external research resources against targets.
- Assist the Centres of the Institute for Lifecourse Development in achieving the Faculty KPIs.

- Participate, as appropriate, in visit 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 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).

**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:**

Undertake any other duties as requested by the line manager or appropriate senior manager, commensurate with the grade as agreed with the Head of Department/School and the PVC of the Faculty.

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 delivers the required level of service.

**KEY PERFORMANCE INDICATORS:**

Performance Indicators will be established in consultation with the 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 Enterprise Staff
- External collaborators
- Key partners and stakeholders

## **PERSON SPECIFICATION**

### **EXPERIENCE:**

#### **Essential Criteria**

- Track record of winning external funding bids, in line with career stage
- Track record of publishing a sustained body of outputs at levels of national and international excellence as leading or contributing author, in line with career stage
- Experience in co-supervision of research students
- Experience in providing scientific direction to research work
- Dissemination of research and/or enterprise findings at conferences or symposia
- Recognition and esteem by the academic community in the specific discipline, in line with career stage

#### **Desirable Criteria**

- Management of interdisciplinary research projects with partners
- Engagement with national or regional public/cultural sectors/business/industry and professional bodies

### **SKILLS:**

#### **Essential Criteria**

- Specialist research skills appropriate to the appointment
- Ability to both work independently and (where appropriate) as part of a team
- Good statistical skills
- Excellent written skills
- Effective communication skills (including external audiences)
- Outstanding organisational, IT communication and interpersonal skills
- Commitment to the promotion of high standards of excellence
- Ability to work effectively and deliver under pressure

#### **Desirable Criteria**

- N/A

### **QUALIFICATIONS:**

#### **Essential Criteria**

- PhD in Psychology, Health, Sport Science or relevant discipline

**Desirable Criteria**

- N/A

**PERSONAL ATTRIBUTES:****Essential Criteria**

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

**Desirable Criteria**

- N/A