

Job Description and Person Specification

Last updated: 22 February 2016

JOB DESCRIPTION

Post title:	Research Fellow in Education		
Academic Unit/Service:	Southampton Education School		
Faculty:	Social Human and Mathematical Sciences		
Career Pathway:	Education, Research and Enterprise (ERE)	Level:	4
*ERE category:	Research pathway		
Posts responsible to:	Co-I Melanie Nind		
Posts responsible for:	n/a		
Post base:	Office-based		

Job purpose
To undertake research in accordance with the specified research project under the supervision of the award holder/s.

Key accountabilities/primary responsibilities	% Time
1. Project Specific Task 1: To work as part of a team of academic researchers on the study based at University of Southampton and Dundee University to review relevant literature, and to conduct ethnographic research in the case-study areas across Southern Hampshire and Dorset. To undertake participant observation and interviews with social care organisations and people with learning disabilities, focusing particularly on the learning going on within self-build network initiatives.	60 %
2. Project Specific Task 2: To participate in meetings with partner advocacy groups to facilitate co-production of research and data analysis.	15 %
3. To communicate research findings through co-authoring peer-reviewed journal articles for high-impact journals, conference papers and accessible reports.	15 %
4. To undertake training courses and other career/personal development opportunities (e.g., conference/seminar attendance, involvement in research centre activities)	5%
5. Any other duties as allocated by the line manager and/or the HoAU following consultation with the post-holder	5%

Internal and external relationships

Special Requirements

To be available for occasional overnight travel (less than twice per year).
To attend national and international conferences.

*Applications for Research Fellow positions will be considered from candidates who are working towards or nearing completion of a relevant PhD qualification. The title of Research Fellow will be applied upon successful completion of the PhD. Prior to the qualification being awarded the title of **Senior Research Assistant** will be given.*

PERSON SPECIFICATION

Criteria	Essential	Desirable	How to be assessed
Qualifications, knowledge and experience	<p>You will have an in-depth understanding of your field of study and will be starting to build your academic standing, aiming to gain recognition at a national level. Your knowledge and experience will usually have been gained through a relevant PhD, but may also have been achieved via other research experience, normally supported by a relevant postgraduate degree</p> <p>Detailed understanding and knowledge in the subject area of Education or issues in learning disability research</p> <p>Experience in education and /or disability/social care related research.</p> <p>Strong qualitative methods skills, including interview and observation methods</p>	<p>Knowledge of the politics of disability research including social model of disability and democratization of research.</p> <p>Awareness of ethics of working with marginalised groups.</p>	CV & interview
Planning and organising	Ability to plan tasks so as to meet deadlines		CV & interview
Problem solving and initiative	Ability to carry out and develop skills in qualitative data analysis.	Ability to use appropriate software for data analysis (e.g. NVivo)	CV & interview
Management and teamwork	Work effectively in a team, understanding the strengths and weaknesses of others to help teamwork development	Experience of working closely in a small research team.	CV & interview
Communicating and influencing	<p>Excellent verbal and written communication and presentation skills.</p> <p>Ability to address small and large groups from different disciplines and backgrounds including communicating in plain English.</p> <p>Ability to present research findings and contribute to papers in high quality journals</p>	Strong inter-personal skills, with experience of working or engaging closely with disabled people.	CV & interview
Other skills and behaviours	<p>Computer literacy. Able to handle relevant software for writing and communicating with research team.</p> <p>Understanding of relevant Health & Safety issues</p> <p>Positive attitude to colleagues, students and research participants</p>		CV & interview
Special requirements	Availability to attend national and international conferences and meetings with project partners including occasional overnight stays.	Hold a driving licence and own/have access to a car, for occasional visits in rural areas.	

JOB HAZARD ANALYSIS

Is this an office-based post?

<input checked="" type="checkbox"/> Yes	If this post is an office-based job with routine office hazards (eg: use of VDU), no further information needs to be supplied. Do not complete the section below.
<input type="checkbox"/> No	If this post is not office-based or has some hazards other than routine office (eg: more than use of VDU) please complete the analysis below. Hiring managers are asked to complete this section as accurately as possible to ensure the safety of the post-holder.

- HR will send a full PEHQ to all applicants for this position. Please note, if full health clearance is required for a role, this will apply to all individuals, including existing members of staff.

ENVIRONMENTAL EXPOSURES	Occasionally (<30% of time)	Frequently (30-60% of time)	Constantly (> 60% of time)
Outside work	Yes		
Extremes of temperature (eg: fridge/ furnace)			
## Potential for exposure to body fluids			
## Noise (greater than 80 dba - 8 hrs twa)			
## Exposure to hazardous substances (eg: solvents, liquids, dust, fumes, biohazards). Specify below:			
Frequent hand washing			
Ionising radiation			
EQUIPMENT/TOOLS/MACHINES USED			
## Food handling			
## Driving university vehicles(eg: car/van/LGV/PCV)			
## Use of latex gloves (prohibited unless specific clinical necessity)			
## Vibrating tools (eg: strimmers, hammer drill, lawnmowers)			
PHYSICAL ABILITIES			
Load manual handling			
Repetitive crouching/kneeling/stooping			
Repetitive pulling/pushing			
Repetitive lifting			
Standing for prolonged periods			
Repetitive climbing (ie: steps, stools, ladders, stairs)			
Fine motor grips (eg: pipetting)			
Gross motor grips			
Repetitive reaching below shoulder height			
Repetitive reaching at shoulder height			
Repetitive reaching above shoulder height			
PSYCHOSOCIAL ISSUES			
Face to face contact with public	Yes		
Lone working	Yes		
## Shift work/night work/on call duties			