

ERE LEVEL 4 | RESEARCH PATHWAY | CONTRIBUTION MATRIX

This document is a matrix of indicators of contributions for staff at Level 4. The contribution in each area will vary depending on the role and personal experience over time. On this pathway staff will be expected to contribute predominantly through Research and Leadership, Management and Engagement activities. Staff may also make contributions in the areas of Education and/or Enterprise, but these are unlikely to be a major feature of the role; these areas are therefore shaded in grey.

This matrix is not a prescriptive checklist of achievements or an exhaustive list to be ticked off in order for staff to succeed or progress. The information in this matrix, together with other ERE Career pathways information should be used alongside job descriptions, appraisal forms and other key documents (such as promotions criteria) to inform other processes.

RESEARCH	LEADERSHIP, MANAGEMENT AND ENGAGEMENT
<ul style="list-style-type: none"> ▪ Able to organise research activities and progress a personal research plan and/or plan. ▪ Develop and carry out a plan to open up an area of personal research and expertise, and/or undertake research under supervision in accordance with a specified project and as a research team member. ▪ Provide guidance to other staff and students on own specialist area. ▪ Plan and develop independent, original contributions to an allocated subject area or project, using methodologies, critical evaluations, interpretations, analyses and other techniques appropriate to this type of research, e.g.: <ul style="list-style-type: none"> ○ Investigations leading to the discovery of new knowledge. ○ Analysing and illuminating data, interpreting reports, evaluating and criticising texts and bringing new insights. ○ The application of knowledge out of which new intellectual understanding emerges. ▪ Investigate models and approaches to test and develop them. ▪ Regularly publish research work in refereed journals, disseminate findings at conferences, or exhibit work at other appropriate events. ▪ May contribute to writing bids for research grants. ▪ May supervise the work of research assistants and postgraduate students. ▪ May work/collaborate on original research with colleagues in other institutions. ▪ May contribute to education, enterprise, impact, engagement, management and administration areas described above. 	<ul style="list-style-type: none"> ▪ Able to delegate effectively, where appropriate, understanding the strengths and weaknesses of team members to build effective teamwork. ▪ Able to formulate development plans for own staff to meet required skills. ▪ Able to proactively work with colleagues to achieve outcomes. ▪ Able to engage the enthusiasm of their audiences. ▪ Able to communicate new and complex information effectively to audiences. ▪ Able to engage counselling skills and pastoral care, where appropriate. ▪ Undertake a range of administrative tasks to support own areas of education, research, enterprise and/or impact, e.g. through recruitment or research team leadership. ▪ Take responsibility for a defined management or administrative role. ▪ Contribute to student recruitment through participation in UCAS visit days and open days. ▪ Contribute to the wider work of the Faculty and University through input to project teams, working groups, committees and training and development activities. ▪ Contribute to the wider academic community, for example by external examining or hosting workshops or conferences. ▪ Undertake continuing professional development to support work activities. ▪ Mentor colleagues and support their development.
EDUCATION	ENTERPRISE
<ul style="list-style-type: none"> ▪ Able to manage and organise own teaching and/or enterprise activities. ▪ Design and deliver high quality teaching and learning material, resources and activities in line with Faculty education objectives. Where appropriate this should be carried out within external, professional or accreditation requirements. ▪ Provide a range of timely student support to enhance the student experience and achievement. Set, mark and assess coursework and examinations, providing timely and effective feedback to students. ▪ Provide personal tutoring and pastoral guidance, obtaining specialist advice when appropriate. ▪ Assist students in developing their employment prospects. ▪ Supervise undergraduate and taught postgraduate students' research projects. ▪ Contribute to the planning, design and development of modules and degree programmes in line with Faculty strategy. ▪ Contribute to the planning and development of new markets for taught programmes. 	<ul style="list-style-type: none"> ▪ Participate where appropriate in the commercialisation of intellectual property and know-how arising from research and academic practice, e.g. through spin-out companies, patent applications, formal knowledge transfer activities and consultancy. ▪ Participate in organised programmes of public outreach and engagement. ▪ Promote the University's values and support widening access to the University's programmes and facilities. ▪ Contribute to the development of programmes of teaching and/or research that involve knowledge transfer to the public and private sectors, and with civil society. ▪ Contribute to the development of public policy through advice to public bodies at local, regional, national and international levels, as appropriate. ▪ Contribute to the development of your field by active membership of learned societies and professional institutions.