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| Last updated: | <August 2024> |

**JOB DESCRIPTION**

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| Post title: | **Research Fellow** | | |
| School/Department: | Department of Psychiatry | | |
| Faculty: | Faculty of Medicine | | |
| Career Pathway: | Education, Research and Enterprise (ERE) | Level: | 4 |
| \*ERE category: | Research pathway | | |
| Posts responsible to: | ARC Mental Health Research Hub Project Lead(s) | | |
| Posts responsible for: |  | | |
| Post base: | Office-based (see job hazard analysis) | | |

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| Job purpose |
| To develop and deliver research in specific mental health projects, in accordance with the Applied Research Collaboration (ARC) Wessex Mental Health Research Hub, under the supervision of the project leads. To undertake data collection, analysis and writing as well as co-ordination of stakeholder engagement, project management and ethics applications. There will be two projects: one will focus on alcohol use in older people, and the other will focus on gambling and alcohol use in military veterans.  There are two Research Fellow posts available, and the two Fellows will work together across the two projects.  One Research Fellow position would suit an individual with expertise in qualitative methodologies; and the other would suit an individual with expertise in quantitative methodologies (ideally for the latter post with experience of large datasets and working across datasets). |

| Key accountabilities/primary responsibilities | | % Time |
| --- | --- | --- |
|  | Carry out high quality research within a specified area, project managing the research activity, sustaining a personal research plan, and supervising and taking responsibility for the research. | 60 % |
|  | Carry out management and administrative tasks associated with specified research funding, including risk assessment of project activities, ethics and regulatory submissions, organisation of project meetings and documentation and preparation of annual reports. Oversee and implement procedures required to ensure accurate and timely formal reporting. | 20 % |
|  | Collaborate on and develop original research with colleagues in other institutions. | 5 % |
|  | Sustain the regular dissemination of findings through leading peer-reviewed publications, presenting results at conferences, or exhibiting work at other appropriate events. | 5 % |
|  | Plan and develop innovative research proposals and projects. | 5 % |
|  | Any other duties as allocated by the line manager following consultation with the post holder. | 5 % |

| Internal and external relationships |
| --- |
| Responsibility to ARC Wessex Mental Health Research Hub project lead(s), under the wider auspices of the Hub Leadership Team.  Responsibility for reporting and liaison to external funding bodies or sponsors.  As an important member of the project team, will coordinate the day-to-day activities of research and any support staff (where applicable) under the guidance of the project co-leads.  An engaged an active member of the department of Psychiatry.  Collaborators and colleagues in other work areas and institutions. |

| Special Requirements |
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| To be able to travel between sites (e.g. College Keep Southampton, Chilworth Science park, other UoS campus and to NHS organisations and local authorities across Wessex).  To be available to participate in fieldwork as required by the specified research project.  *Applications 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 completion of PhD. Prior to the qualification being awarded the title of Senior Research Assistant will be given.* |

**PERSON SPECIFICATION**

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| Criteria | Essential | Desirable | How to be assessed |
| Qualifications, knowledge and experience | PhD or equivalent professional research-relevant qualifications in area(s) relevant to qualitative mental health research (for the Qualitative Role) or quantitative mental health research (for the Quantitative role). | PhD in topics directly relevant to qualitative mental health research (for the Qualitative Role) or quantitative mental health research (for the Quantitative role).  For the Quantitative role, experience in linking together different datasets relevant to healthcare and/or mental health. |  |
| Planning and organising | Able to organise own research activities and quality standards  Able to implement research protocols |  |  |
| Problem solving and initiative | Able to develop understanding of complex problems and apply in-depth knowledge to address them  Able to develop original techniques/methods |  |  |
| Management and teamwork | Able to supervise work of junior research staff, delegating effectively  Able to contribute to management and administrative processes  Work effectively in a team, understanding the strengths and weaknesses of others to help teamwork development |  |  |
| Communicating and influencing | Communicate new and complex information effectively, both verbally and in writing, engaging the interest and enthusiasm of the target audience  Able to present research results at group meetings and conferences  Able to write up research results for publication in leading peer-viewed journals  Work proactively with colleagues in other work areas/institutions, contributing specialist knowledge to achieve outcomes |  |  |
| Other skills and behaviours | Understanding of relevant Health & Safety issues  Positive attitude to colleagues and students |  |  |
| Special requirements | Able to attend national and international conferences to present research results |  |  |

**JOB HAZARD ANALYSIS**

**Is this an office-based post?**

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| 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. |
| 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.

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| **ENVIRONMENTAL EXPOSURES** | **Occasionally**  (<30% of time) | **Frequently**  (30-60% of time) | **Constantly**  (> 60% of time) |
| Outside work |  |  |  |
| 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 |  |  |  |
| Lone working |  |  |  |
| ## Shift work/night work/on call duties |  |  |  |