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| Last updated: | December 3rd 2018 |

**JOB DESCRIPTION**

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| Post title: | **Research Fellow** | | |
| Academic Unit/Service: | Humanities | | |
| Faculty: | Arts and Humanities |  |  |
| Career pathway: | Education, Research and Enterprise | Level: | 4 |
| \*ERE category: | Research pathway | | |
| Posts responsible to: | Senior lecturer | | |
| Posts responsible for: | N/A | | |
| Post base: | Office-based / Non-Office based | | |

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| Job purpose |
| To undertake research in accordance with the a remote sensing and data collection project across the MENA (Middle East and North Africa) regions under the supervision of the project director. To undertake leadership, management and engagement activities. The project is funded by Arcadia, a charitable fund of Lisbet Rausing and Peter Baldwin, and aims to document the maritime archaeology of the maritime and coastal regions of the Middle East and North Africa (hence MarEAMENA). The post-holder will also be involved with ground survey and training programmes delivered annually across the project regions. The Research Fellow will also provide support to the project PI’s in successful project deliverance and developing the projects objectives. |

| Key accountabilities/primary responsibilities | | % Time |
| --- | --- | --- |
|  | Document and analyse satellite, aerial photographic imagery and marine data from the project region | 30% |
|  | Source archaeological data relating to the maritime and coastal archaeology of the project region. This may be published, grey and online data | 20 % |
|  | Supervise and deliver this remote sensing and data collation project | 20% |
|  | Undertake research on the maritime environment of project region | 10 % |
|  | Lead above and below water annual survey activities including diving, across the region | 5% |
|  | Support project partners to secure successful project delivery | 3 % |
|  | Contribute to team meetings and international workshops to develop and disseminate the project and attend a number of annual project management meetings with the broader EAMENA team | 5 % |
|  | Contribute towards a training programme associated with the project | 3 % |
|  | Deliver project findings at a number of workshop events | 2 % |
|  | Any other duties as allocated by the line manager following consultation with the post holder. | 2 % |

| Internal and external relationships |
| --- |
| Report to and work with Project manager Prof Blue.  Communicate regularly with project partners in University of Southampton.  Communicate regularly with project partners at University of Ulster and occasionally EAMENA team. |

| Special Requirements |
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| *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**

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| Criteria | Essential | Desirable | How to be assessed |
| Qualifications, knowledge and experience | PhD or equivalent professional qualifications and experience in Archaeology.  Design and delivery of cultural heritage/ archaeology GIS.  Working knowledge of the Archaeology of the region.  Knowledge of the coastal environments of the region.  Experience in Maritime Archaeology.  Experience in archaeological desk based assessment and satellite imagery interpretation. | Diving qualification (HSE SCUBA or CMAS 3\* equivalent).  Experience of working with marine geophysical equipment for archaeological purposes.  Have a current certificate of medical fitness to dive issued by an HSE approved medical and/or be willing to get one when required | Application, CV, interview |
| Planning and organising | Experience in planning maritime archaeological projects. |  | At interview |
| 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. |  | Application, CV, interview |
| Management and teamwork | Able to supervise work of junior research staff, delegating effectively.  Able to contribute to School/Department management and administrative processes.  Work effectively in a team, understanding the strengths and weaknesses of others to help teamwork development. |  | Application, CV, interview |
| 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. |  | At interview |
| Other skills and behaviours | Ability to work as an individual and as part of a group.  Willingness to assist in group research including fieldwork and external lecture delivery.  Willingness to work in the MENA region. | Evidence of collaborative research activities. | At interview |
| Special requirements |  | Able to speak fluent French and Arabic. | CV |

**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. |
|  | 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 | x |  |  |
| 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) | x |  |  |
| ## 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 |  |  |  |