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| Last updated: | 29.02.2024 |

**JOB DESCRIPTION**

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| Post title: | **Research Fellow** | | |
| School/Department: | Health Sciences | | |
| Faculty: | FELS | | |
| Career Pathway: | Education, Research and Enterprise (ERE) | Level: | 4 |
| \*ERE category: | Research pathway | | |
| Posts responsible to: | Dr Katherine Hunt | | |
| Posts responsible for: |  | | |
| Post base: | Office-based (see job hazard analysis) | | |

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| Job purpose |
| To plan and deliver research related to a Marie Curie funded study, which focuses on Recognising dying in people with learning disability who have conditions other than cancer or dementia |

| Key accountabilities/primary responsibilities | | % Time |
| --- | --- | --- |
|  | Carry out high quality research for the study, project managing the research activity, sustaining a personal research plan, and supervising and taking responsibility for the research. To include recruitment, data collection (qualitative interviews) and data analysis | 50 % |
|  | Carry out management and administrative tasks associated with the study, including risk assessment of project activities, ethics and regulatory submissions, organisation of project meetings and documentation. Oversee and implement procedures required to ensure accurate and timely formal reporting and financial control. | 20% |
|  | Collaborate on and develop original research with colleagues in other institutions. | 10 % |
|  | Undertake liaison with external organisations especially charities, stakeholders and policy partners | 10 % |
|  | Sustain the regular dissemination of findings through leading peer-reviewed publications, presenting results at conferences, or exhibiting work at other appropriate events. | 5 % |
|  | Any other duties as allocated by the line manager following consultation with the post holder. | 5% |

| Internal and external relationships |
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| Study partners: University of South Wales, University of Kingston  Work with: bereaved family and carers, health and social care professionals, health service providers, charities  Responsibility for reporting and liaison to the external funding body or our sponsor.  As an important member of the project team, the postholder will coordinate the day-to-day activities of research under the guidance of the project leads. |

| Special Requirements |
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| To be able to travel to partner organisations locally and nationally (University of South Wales, University of Kingston, health service providers in South-central region)  To be available to participate in fieldwork as required by the specified research project.  To attend national and international conferences for the purpose of disseminating research results.  A DBS check is required for this role.  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 professional (relevant to the research project) qualifications in area(s) allied to health (mental and physical health), psychology or social science | PhD in health or social science | At interview |
| Planning and organising | Able to organise own research activities and quality standards  Able to implement research protocols | Able to conduct analysis of qualitative data | 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 |  | At interview |
| Management and teamwork | Able to contribute to management and administrative processes  Work effectively in a team, understanding the strengths and weaknesses of others to help teamwork development |  | At 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 | Able to conduct interviews on a sensitive topic with vulnerable people (bereaved families) | At interview |
| Other skills and behaviours | Understanding of relevant Health & Safety issues  Positive attitude to colleagues and students |  | At interview |
| Special requirements | Able to attend national and international conferences to present research results |  | At interview |

**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 | x |  |  |
| Lone working | x |  |  |
| ## Shift work/night work/on call duties |  |  |  |