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Job Description

Post title: **Research Fellow in Ocean and Planetary Science**

Date last updated/evaluated: January 2025

Author: Joao Manuel Mendonca

Standard Occupation Code: 2119 – Natural and social science professionals

School / Department: Physics and Astronomy / Astronomy group

Faculty / Directorate: FEPS

Job Family: Education, Research and Enterprise (ERE)

Grade: Level 4

ERE Pathway (if applicable): Research

Post reporting to: Joao Manuel Mendonca

Post line report(s): -

Post base location: Office-based (NOCS and Highfield campus)

Job purpose: To undertake research in accordance with the specified research project under the supervision of the award holder. To undertake leadership, management and engagement activities.

## Key accountabilities and indicative time allocation:

1. **40%**

To develop and carry out an area of research within the remit of the scientific area of the funded position.

1. **5%**

Regularly disseminate findings by taking the lead in preparing publication materials for referred journals, presenting results at conferences, or exhibiting work at other appropriate events.

1. **5%**

 Contribute to the writing of bids for research funding.

1. **10%**

 Investigate models and approaches to test and develop them.

1. **5%**

Collaborate/work on original research tasks with colleagues in other institutions.

1. **5%**

Carry out administrative tasks associated with specified research funding, for example risk assessment of research activities, organisation of project meetings and documentation. Implementation of procedures required to ensure accurate and timely formal reporting and financial control.

1. **10%**

Supervise the work of junior research staff.

1. **5%**

Carry out occasional undergraduate supervision, demonstrating or lecturing duties within one's own area of expertise, under the direct guidance of a member of the departmental academic staff.

1. **10%**

To allocate 10 days a year (pro rata if part-time) to undertake training and continuing professional development (CPD), develop research identity and leadership skills in line with the Researcher Development Concordat..

1. **5%**

Any other duties as allocated by the line manager following consultation with the post holder.

Internal and external relationships:

 Direct responsibility to the holder of the research award or the academic supervisor.

 May have additional reporting and liaison responsibilities to external funding bodies or sponsors.

 May be asked to serve on a relevant School/Department committee, for example research committee.

 Collaborators/colleagues in other work areas and institutions.

Special requirements:

To attend national and international conferences for the purpose of disseminating research results.

*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 – Skills and Competencies

All essential and desirable criteria outlined in this Person Specification will be assessed through a combination of recruitment application and CV, and where applicable numerical or written assessment.

**Knowledge, Experience and Qualifications**

Essential

* Substantial and authoritative practical knowledge and experience in Physical Oceanography, Atmospheric, or Planetary Sciences, supported by detailed understanding.
* The required level of knowledge and understanding will normally have been gained through some or all of the following:
	+ Considerable work experience
	+ Vocational training
	+ Formal qualification(s) equivalent to Level 7 or 8 of the [Regulated Qualifications Framework](https://www.gov.uk/what-different-qualification-levels-mean/list-of-qualification-levels) e.g. master’s degree, postgraduate certificate, diploma, PhD in Physical Oceanography, Atmospheric, or Planetary Sciences in or Level 7 or 8 award, certificate, diploma.

Desirable

* Teaching qualification (PGCAP or equivalent).
* Membership of Higher Education Academy.
* PhD in Physical Oceanography, Atmospheric, or Planetary Sciences.
* Demonstrated commitment to maintaining professional knowledge and awareness through continuing personal and professional development.
* Understanding of the Concordats relevance to research.
* Knowledge of numerical methods in climate physics or ocean modelling.
* Experience in numerical modelling and high-performance computing. Experience with ocean models would be an advantage.
* Experience with international collaborations/projects and with presenting scientific work to international audiences.

**Teamwork and Communication**

Essential

* Delegates and/or collaborates effectively, understanding the strengths and weaknesses of colleagues.
* Works proactively with colleagues and other stakeholders, within and beyond the University, to achieve outcomes.
* Communicates effectively to develop understanding and achieve cooperation.
* Provides clear advice, guidance and recommendations on novel or complex concepts and issues.
* Able to present research results at group meetings and conferences
* Able to write up research results for publication in leading peer-viewed journals

Desirable

* Able to supervise the work of junior research staff, delegating effectively

**Planning, Organisation and Resource Management**

Essential

* Plans and progresses education, research and/or knowledge exchange and enterprise activities within broad guidelines and established University policies and procedures.
* Formulates development plans to meet current skill requirements.
* Able to organise own research activities to deadline and quality standards

Desirable

* Able to contribute to School/Department management and administrative processes

**Problem Solving and Initiative**

Essential

* Develops detailed understanding of long-standing and/or complex problems and applies accumulated knowledge and experience to understand and/or resolve them.
* Demonstrates an awareness of principles and trends within a specialist field and awareness of how this affects education, research and/or knowledge exchange and enterprise activities in the University.

Desirable

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# Job Hazard Assessment

For any hazards identified below a health clearance will be undertaken by our occupational health provider and form part of recruitment checks. Further ongoing clearance may be required for some roles, including for existing members of staff.

**Does the risk assessment identify the need for ongoing health surveillance for this role? No**

## Physical Environment

Working outsideNot applicable

Exposure to noise levels >80dbA Not applicable

Working with dust or fumes Not applicable

Working with skin irritants/sensitisersNot applicable

Working with chemicals (industrial or cleaning)Not applicable

Working in a confined spaceNot applicable

Working at heightNot applicable

Working with sewage Not applicable

Contact with cytotoxinsNot applicable

Exposure Prone Procedure (EPP) work Not applicable

Direct patient care or patient contact / Contact with clinical
specimens or pathology work Not applicable

Ionising radiation Not applicable

## Psychological and Social Environment

Working shifts Not applicable

Working nightsNot applicable

Lone working Not applicable

Working with children Not applicable

Exposure to persons with challenging behaviourNot applicable

## Equipment, Tools and Machines

Working with vibrating machinery or toolsNot applicable

Driving duties Not applicable

Driving LGV, PCVs Not applicable

Driving forklift trucks Not applicable

Food handling Not applicable

Contact with latexNot applicable

## Physical Abilities

Prolonged repetitive movements or actions Not applicable

Moving or handling heavy loadsNot applicable

# Behaviours

Our [Inclusion and Respectful Behaviour Policy](https://www.southampton.ac.uk/about/governance/regulations-policies/policies/inclusion-respectful-behaviour) describes the expectations of everyone who is a part of our community.

Our **Southampton Behaviours** (below) outline the responsibilities we each have in working collaboratively to achieve our University strategy.

**Personal Leadership**

 - I take personal responsibility for my own actions and an active approach towards my development.

 - I reflect on my own behaviour, actively seek feedback and adapt my behaviour accordingly.

 - I demonstrate pride, passion and enthusiasm for our University community.

 - I demonstrate respect and build trust with an open and honest approach.

**Working Together**

 - I work collaboratively and build productive relationships across our University and beyond.

 - I actively listen to others and communicate clearly and appropriately with everyone.

 - I take an inclusive approach, value the differences that people bring and encourage others to contribute and flourish.

 - I proactively work through challenge and conflict, considering others’ views to achieve positive and productive outcomes.

**Developing Others**

 - I help to create an environment that engages and motivates others.

 - I take time to support and enable people to be the best they can be.

 - I recognise and value others’ achievements, give praise and celebrate their success.

 - I deliver balanced feedback to enable others to improve their contribution.

**Delivering Quality**

 - I identify opportunities and take action to make improvements.

 - I plan and prioritise efficiently and effectively, taking account of people, processes and resources.

 - I am accountable for tackling issues, making difficult decisions and seeing them through to their conclusion.

 - I encourage creativity and innovation in others, to deliver workable solutions.

**Driving Sustainability**

 - I consider the impact on people before taking decisions or actions that may affect them.

 - I embrace, enable and embed change effectively.

 - I regularly take account of external and internal factors, assessing the need for change, and gaining support to move forward.

 - I take time to understand our University strategy and communicate this to others.