

Candidate Information

| | |
|---------------------------|------------------------------------|
| Position: | Research Assistant |
| School/Department: | Institute for Global Food Security |
| Reference: | 19/107435 |
| Closing Date: | Monday 6 May 2019 |
| Salary: | £27,831 per annum |
| Duration: | 5 months |

JOB PURPOSE:

To be an active member of the Food for kids project research team and to assist in the planning and delivery of the research so that the overall research objectives of the project are met. The successful candidate will be involved in mixed method research design, data collection, analysis (both qualitative and quantitative) and writing reports.

MAJOR DUTIES:

1. To work as part of the Consumer research group within the Institute for Global Food Security, Queen's University Belfast.
2. To design and conduct in-depth qualitative exploration (interviews and focus groups) with different stakeholders.
3. Collect qualitative data collection in NI and RoI
4. Coding and analysis of qualitative data to answer the research questions
5. Design, collect data and carry out analysis with survey and experimental data
6. To assist with ethical and research governance procedures in relation to the study.
7. To write reports for the funding body
8. To present regular progress reports for the research team or to external audiences to disseminate and publicise research findings.
9. To carry out routine administrative tasks associated with the research project to ensure that project is completed on time and within budget, including organisation of project meetings and documentation, financial control, risk assessment of research activities.
10. To prepare manuscripts based on the results of this work as appropriate for submission to peer review journals.
11. To present work as appropriate at local, national and international conferences
12. To assist with the submission of associated grant applications
13. Any other duties related to the successful achievement of the above study.

Planning and Organising:

1. To plan for delivery of specific deliverables of the research project's scientific outputs on time.
2. To plan for the use of research resources as appropriate.
3. To plan own day-to-day activity within framework of the agreed research programme.
4. To plan to meet deadlines for journal publications and abstract submissions.
5. Coordinate and liaise with other members of the research group regarding progress.

Resource Management Responsibilities:

1. To ensure research resources are used in an effective and efficient manner.
2. To provide support and guidance as required to staff and students assisting with the research.

Internal and External Relationships:

1. To liaise on a regular basis with colleagues, students and key stakeholders.
2. To maintain existing and establish new internal contacts and participate in internal networks for the exchange of information and to form relationships for future collaboration.
3. To maintain existing and establish new external networks to share information and ideas.

4. To contribute to the School's outreach programme by maintaining existing and establishing new links with stakeholders and project partners.

ESSENTIAL CRITERIA:

1. Have obtained an Honours degree in food science, health or psychology or related area.
2. At least one year's recent relevant experience in a related area to include food science, nutrition, or industry experience.
3. Experience in qualitative and quantitative methods – design, data collection, analysis
4. Experience in report writing
5. Good inter-personal skills
6. Excellent IT skills e.g. Microsoft Office suite.
7. Excellent organisational skills.
8. Good oral and written communication skills.
9. Evidence of ability to write reports and meet deadlines.
10. Evidence of ability to deal competently with administrative tasks and contribute to broader management tasks.
11. Clear and confident communicator.
12. Ability to give formal presentations.
13. Ability to work independently and on own initiative.
14. Ability to act decisively and confidently.
15. Access to transport and willingness to travel to meet the needs of the post.
16. Ability to work outside normal hours when necessary.
17. This post is available for a short period and therefore the individual must be available to start no later than 1 June 2019.

DESIRABLE CRITERIA:

1. An MSc/Msci or PhD in relevant discipline
2. Strong commitment to a career in research.