

## Candidate Information

<b>Position:</b>	Illuminate: The Vice-Chancellor's Fellowship Scheme (AHSS)
<b>School/Department:</b>	Academic Schools and Administrative Departments
<b>Reference:</b>	19/107874
<b>Closing Date:</b>	Friday 31 January 2020
<b>Salary:</b>	£41,526 - £51,034 per annum

### JOB PURPOSE:

To initiate, develop and manage high level research projects in line with the University's research strategy and to undertake the appropriate professional development and teaching activities that satisfy the criteria for a Senior Lecturer/Reader post on successful completion of the Scheme.

The following describes the type of work that is typically required of research staff at this level. It is not expected that anyone will carry out all the activities mentioned below and some will carry out additional duties.

### MAJOR DUTIES:

#### Teaching:

1. In the context of a research focussed role:
  - Contribute to teaching, including student supervision and undertaking associated tasks within own research specialism.
  - Be responsible for practical work where applicable, and advise students or colleagues on methods/techniques.
  - Contribute to teaching and the associated administration with an increasing engagement in teaching activities during years three to five years up to a maximum commitment of 20% of time.

#### Research:

1. Sustain a personal research plan by managing and undertaking research activities in accordance with a specific project plan in association with the appropriate research team(s).
2. Set research targets and goals and programme of implementation; monitor and manage project finances; manage and supervise the work of research students and assistants; and liaise with funders and other stakeholders internally and externally.
3. Sustain a high quality publication record by publishing in leading international peer-reviewed journals and/or monographs or edited collections as appropriate to discipline and by presenting at conferences.
4. Develop research proposals and funding bids either solely or in collaboration with others, including as principal investigator, where appropriate.
5. Negotiate and secure funding in research specialism to support self (and your own research team / colleagues).
6. Supervise PhD students during their research programmes and other students undertaking project / dissertation work as appropriate to discipline.
7. Direct, coach and develop research staff, where appropriate.
8. Ensure that research projects are completed on time and within budget.

#### Administration/Contribution to the Community:

1. Contribute to the University's outreach strategy by developing external links.
2. Develop links with relevant research groups, industries and external bodies to encourage knowledge exchange opportunities and/or create opportunities for future research projects.
3. Carry out designated administrative duties appropriate to the requirements of a research role.

#### Planning and Organising:

1. Plan for and set research objectives over a number of years.
2. Plan for the use of research resources, laboratories and workshops, symposia, or conferences as appropriate.
3. Prepare research proposals for submission for external funding.

4. Undertake appropriate training to allow for efficient delivery of research and other objectives associated with the role.

**Resource Management Responsibilities:**

1. Mentor colleagues with less experience and advise on personal development.
2. Assist other research fellows/assistants and support staff, as required, on research projects.
3. Manage own research, teaching and administrative demands under general supervision.
4. Monitor and ensure effective management of assets and budgets allocated as part of the role.
5. Participate in judgements regarding the use of resources within their research project/school.

**Internal and External Relationships:**

1. Member of an Institute/School Board and such committees relevant to their research, administrative or teaching duties.
2. Collaborate with other staff within Institute/ School/ University.
3. Participate in and develop external networks, for example to identify sources of funding, generate income, obtain consultancy projects, or build relationships for future activities.
4. Consider and strengthen the impact and public engagement of all research through a wide range of stakeholders.
5. Attend and contribute to relevant local, national and international meetings.

**ESSENTIAL CRITERIA:**

1. A relevant degree with a PhD (or equivalent) completed in a relevant subject.
2. Normally 2-8 years' post-PhD experience.
3. A high quality publication record, with evidence of leadership, in world leading and internationally noted peer reviewed/refereed journals/monographs as appropriate to discipline and that are REF returnable.
4. Specific experience and expertise that aligns with an existing area of research strength at Queen's.
5. A high academic standing for stage of career with a growing reputation in research within subject specialism.
6. Evidence of leadership in identifying and answering research questions that are sustainable and which enhance and complement the research activities of the Faculty and that of funding bodies.
7. Ability to teach at UG and PG levels within area of specialism.
8. Willingness to undertake sufficient teaching and associated administration to allow translation to an academic post at the end of the fellowship.
9. Ability to contribute to the wider administration and management processes of the University.
10. Sufficient breadth and knowledge of qualitative and/or quantitative research methods and techniques relevant to the type of research undertaken.
11. Experience, achievement and growing reputation in the discipline.
12. Ability to contribute to the University's outreach programmes.
13. Ability to communicate complex information effectively.
14. Ability to manage resources.
15. Ability to work independently with a high level of self-motivation while working effectively as part of a wider team.