CORE JOB DESCRIPTION

Job Title:	Research Fellow in Health Sciences/Psychology
Grade:	Research Fellow, Grade 7
School:	Brighton and Sussex Medical School, SHORE-C
Location:	Falmer Campus, University of Sussex
Responsible to:	Dr Valerie Shilling
Direct reports:	n/a
Key contacts:	Members of research group, members of faculty within the School and University.
Role description:	Research Fellow is an early career-grade research position. Post-holders will be expected to contribute to the work of the research team, and also to develop their research skills with support from more experienced members of staff.

PRINCIPAL ACCOUNTABILITIES

1. To engage in individual and/or collaborative research activity resulting in high-quality publications; and to develop research funding and knowledge exchange income individually or in collaboration with others, as appropriate, depending on the size and scope of the bid.

2. To contribute to School teaching activities.

KEY RESPONSIBILITIES

1. Research, Scholarship & Enterprise

1.1 Develop research objectives and proposals for own or joint research, at acceptable levels, with assistance if required.

1.2 Conduct research projects individually and in collaboration with others.

1.3 Analyse and interpret research findings and draw conclusions on the outcomes.

1.4 Produce high-quality research outputs for publication in monographs or recognised high-quality journals, or performance/exhibition, as appropriate, and contribute to the School's REF submission at acceptable levels of volume and academic excellence.

1.5 Contribute to the preparation of proposals and applications to external bodies, for example for funding purposes.

1.6 Individually or with colleagues, explore opportunities for enterprise activity, knowledge exchange income and/or consultancy, where permissible.

1.7 Build internal contacts and participate in internal networks and relevant external networks in order to form relationships and collaborations.

1.8 Continually update knowledge and understanding in field or specialism, and engage in continuous professional development.

2. Teaching & Student Support

2.1 Undertake teaching duties, if required.

2.2 Assist in the assessment of student knowledge and supervision of student projects if required.

2.3 Assist in the development of student research skills, for example as part of a postgraduate supervision team.

3. Contribution to School & University

3.1 Attend and contribute to relevant School and project meetings.

3.2 Undertake additional duties, as required by the Principal Investigator and/or Head of School.

4. Role-specific duties

4.1 Liaise closely with Dr Valerie Shilling to agree research objectives and plans and provide regular updates to ensure goals are met.

4.2 Undertake and manage the day-to-day research and engagement activities of the project. This will include: building collaborative partnerships with charities and community organisations; interviewing health care professionals and co-ordinating interviews for the community researchers; analysing interview data; coordinating a co-production workshop and the development of resources for patients and health care professionals.

4.3 Ensure data management standards are applied and quality control data.

4.4 Regularly disseminate findings using a range of media by taking the lead in preparing materials for refereed journals, presenting results at conferences, or communicating findings at other appropriate events

4.5 Carry out administrative tasks associated with the research project, for example ethics applications, risk assessments, organisation of project meetings and documentation. Implementation of procedures required to ensure accurate and timely formal reporting and financial control.

This Job Description sets out current duties of the post that may vary from time to time without changing the general character of the post or level of responsibility entailed.

INDICATIVE PERFORMANCE CRITERIA

- A PhD or equivalent scholarly or relevant professional activity
- Pursuing a line of independent research within a research group.
- Publishing research (either from a recently completed PhD or new original research).
- Other forms of externally recognised professional practice of creative output of a standing equivalent to regular publication of original research.
- Initiating, developing or participating in links between the University and external bodies such as business and industry, the professions, community organisations and policy-makers.
- Evidence of successful engagement in teaching or supervision.

PERSON SPECIFICATION

ESSENTIAL CRITERIA

1. Normally educated to doctoral level, or other equivalent qualification, or appropriate level of experience, as appropriate to the discipline (see role-specific criteria below).

2. Evidence of engagement in high-quality research activity.

3. Excellent presentation skills, with the ability to communicate effectively, both orally and in writing, with students, colleagues and external audiences.

4. Ability to work individually on own initiative and without close supervision, and as part of a team.

5. Ability to exercise a degree of innovation and creative problem-solving.

6. Excellent organisational and administrative skills.

7. Ability to prioritise and meet deadlines.

8. Excellent IT skills.

ESSENTIAL ROLE-SPECIFIC CRITERIA

1. Knowledge in relevant field e.g. health psychology, medicine, nursing or allied health professional
2. Track record of leading Patient and Public Involvement and Engagement activities
3. Experience of conducting research interviews and/or focus groups
4. Ability to conduct qualitative analysis

DESIRABLE CRITERIA

1. Emerging track record of high-quality publications in reputable journals and other appropriate media of similar standing.

2. Experience of generating research or knowledge exchange income.