

## **Generic Role Profile**

### **Senior Research Associate**

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#### **Role Purpose**

The purpose of the role is to support and maintain the University's national and international reputation for excellence in teaching and research. Contribution to excellence in research will be at the level of an experienced and skilled researcher demonstrating a high level of competence and an independent standing in research. The role holder may have full operational responsibility for a research project or facility and may hold research grants in his/her own right. Contribution to teaching will include participation in the research group's teaching programme and the supervision of students. The role holder will participate in the overall contribution of the department/faculty as appropriate.

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#### **Appointment**

Recruitment to a role at this level is determined only by personal merit and the application of criteria related to the duties of the role. Normally, posts are advertised and an appointment made by open competition. Appointment as a Senior Research Associate requires the approval of the relevant Faculty Board (or equivalent body).

All applicants are legally required to demonstrate the right to work/permission to work in the UK. The requirement for any higher level pre-employment checks is dependent on the role and is detailed in the advert and/or further particulars. Offers of employment will be conditional upon the satisfactory outcome of all required pre-employment checks and whether an outcome is satisfactory will be determined by the University.

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#### **Promotion**

Appointments above this level are at a level equivalent to Reader or Professor and may be given the title of Principal Research Associate or Director of Research. The applications of these titles will be subject to approval by a designated Pro Vice-Chancellor.

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## Main Responsibilities

1	<p>Research and scholarship:</p> <ul style="list-style-type: none"> <li>• develop research objectives, projects and proposals;</li> <li>• act as principal investigator on research projects;</li> <li>• conduct individual or collaborative research projects;</li> <li>• identify sources of funding and contribute to the process of securing funds;</li> <li>• extend, transform and apply knowledge acquired from scholarship to research and appropriate external activities;</li> <li>• write or contribute to publications or disseminate research findings using other appropriate media;</li> <li>• assess, interpret and evaluate outcomes of research;</li> <li>• make presentations at conferences or exhibit work in other appropriate events;</li> <li>• routinely communicate complex and conceptual ideas to those with limited knowledge and understanding as well as to peers using high level skills and a range of media;</li> <li>• responsible for the delivery of own research programmes;</li> </ul>
2	<p>Teaching and learning support:</p> <ul style="list-style-type: none"> <li>• contributes to the teaching and learning programmes in the department;</li> <li>• supervises postgraduate research students.</li> </ul>
3	<p>Liaison and networking:</p> <ul style="list-style-type: none"> <li>• collaborate actively within and outside the Institution to complete research projects and advance thinking;</li> <li>• develop links with external contacts such as other educational and research bodies;</li> <li>• originates and develops external networks, for example to identify sources of funding, generate income, obtain consultancy projects, or build relationships for future activities.</li> </ul>
4	<p>Planning and organising:</p> <ul style="list-style-type: none"> <li>• plan, co-ordinate and implement research programme/s;</li> <li>• manage the use of research resources and ensure that effective use is made of them;</li> <li>• manage/monitor research budgets;</li> <li>• help to plan and implement commercial and consultancy activities.</li> </ul>
5	<p>Managing people:</p> <ul style="list-style-type: none"> <li>• mentor colleagues with less experience and advise on personal development;</li> <li>• coach and support colleagues in developing their research techniques;</li> <li>• carries out appraisals;</li> <li>• supervises other researchers.</li> </ul>

## Person Profile

### Essential knowledge, skills and experience required for the role

Holds a PhD in a relevant specialist subject.

The role holder would have at least three years of postdoctoral research experience at the level of Research Associate, or equivalent experience.

The role holder would possess sufficient breadth/depth of specialist knowledge in the discipline and of research methods and techniques to develop research objectives, projects and proposals.

Will continually update knowledge in the specialist area and engage in continuing professional development.

Experience of managing own workload.

The role holder would possess sufficient administrative skills to manage project/s including financial management.

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## Key Contacts

<u>Key contact(s)</u>	<u>Purpose of contact</u>	<u>Frequency of contact</u>
Senior academic staff within research group and/or department/faculty	Discuss research project(s) and exchange information	Weekly
External sponsors	Discuss research project(s) and exchange information	Weekly
Departmental administrator(s)	Day to day departmental issues	Weekly
Researchers in other institutions	Developing knowledge	Weekly
Undergraduate and postgraduate students both internal and from other institutions	Teaching and training	Weekly
Academic/research staff from other institutions	Collaborative work	Weekly
Support staff	Using libraries, laboratories, computing provision; discuss grant applications	Weekly

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## Service Delivery

Reporting on research progress and outcomes to PI/sponsors.

Reviews/adjusts methodologies in response to feedback.

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## Decision Making

(i) Decisions taken by the role-holder without reference to others

Takes decisions in relation to research project(s) e.g. methodologies/technique to use for own research

(ii) Decisions taken by the role-holder in collaboration with others

The role holder would decide on research programmes and methodologies, often in collaboration with colleagues. Some decisions on experimentation may be taken in collaboration with the research team. Decisions regarding the overall direction for research would be taken in collaboration with the sponsor.

(iii) Decisions taken by others following advice or input by the role-holder

Provides input to decisions on the ongoing management of the research programme/s.

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## **Problem Solving**

Use initiative and creativity to solve routine problems in relations to research projects, e.g methodological, technical, financial problems.

Balance the pressures of research and administrative/other demands and competing deadlines.

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## **Work Environment**

Either

The role holder works in a stable environment such as an office, using standard equipment such as a personal computer

or

the role holder works in a laboratory/research environment using specialist technical equipment where consideration for the health and safety of themselves or others working in the area is an important requirement.

Depending on area of work, the role holder may be expected to conduct risk assessments and take responsibility for the health and safety of others.

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## **Teaching/Training**

### *a) Team Development*

Responsible for the personal and professional development of research team members including training them in specific technical skills/techniques.

### *b) Teaching and Learning Support*

The role holder will be required to use a range of delivery techniques to enthuse and engage students.

Teaching may include teaching specialist technical skills to students and staff, supporting/supervising research students, making presentations on the research work.

May provide a number of lectures on introductory course.