ROLE PROFILE

Job Title: Impact Research Associate/Fellow
School/Department: School of Cultures, Languages and Area Studies, Department of Modern Languages and Cultures
Job Family and Level: Research and Teaching Level 4 Training Grade/Level 4
Contract Status: Fixed-term until 31 July 2020, available from 16 September 2019
Hours of Work: Part-time (29 hours per week)
Location: Trent Building, University Park
Reporting to: Professor Nicola McLelland, Dr Heike Bartel and Dr Karen Salt

Purpose of the role:
The purpose of this role is to develop and conduct impact work in support of three impact case studies. The first of these, led by Professor Nicola McLelland, relates to the History of Language Learning and Teaching and to the MEITS project (Multilingualism – Empowering Individuals, Transforming Societies, www.meits.org). The second, led by Dr Heike Bartel, relates to narratives of male eating disorders and the third, led by Dr Karen Salt, focuses on amplifying black and ethnic minority voices and histories in research environments.

The role-holder will be able to work remotely for some aspects of the role, but will be expected to be in Nottingham when required – in some months, this might be up to eight days over the course of a month, although less in others.

Main Responsibilities

1. Managing impact evidence, organisation of events with stakeholders and for the purpose of planning next steps for impact delivery; securing testimonials from impact partners; finding evidence of secondary impact; support with organising and running events; sourcing potential policy involvement; data collection and tabulation and assisting with presentations to industry and social partners.

2. Developing materials and supplementing existing contacts both within and without the University, establishing pathways to dissemination of findings and organisation of scoping groups to develop future impact plans.

3. Working closely with the Faculty Impact Officer to scope out further opportunities for impact and gather a broad evidence collection.

4. Scoping out new funding and preparing bids to Research Councils and charities, including working with existing partners and /or developing new partnerships in impact and engagement; working with University library and other internal partners to develop timetable of work and costings for projects and bids.

5. Any other duties appropriate to the grade and level of the role.
### Knowledge, Skills, Qualifications & Experience

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<th>Qualifications/Education</th>
<th>Essential</th>
<th>Desirable</th>
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<tbody>
<tr>
<td>Qualifications/Education</td>
<td>• PhD (or near completion) in modern languages, cultures or a related field.</td>
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<th>Skills/Training</th>
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| Skills/Training | • Basic knowledge of REF processes, particularly with regard to impact; basic knowledge of UK funding environment particularly with regard to bid writing.  
• Excellent oral and written communication skills.  
• Excellent time-management and organisational abilities.  
• Understanding of data management and storage procedures.  
• Ability to build relationships and collaborate with others, both internally and externally. | • Knowledge of at least one modern language.  
• Knowledge of various software packages; demonstrated aptitude for working with software packages. |

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| Experience | • Previous administrative or research fellow experience indicating ability to perform in this role. | • Post-doctoral experience of involvement in funded research teams or impact case studies.  
• Previous experience of serving as research associate for impact case studies or funding bids  
• Interdisciplinary background in research areas in the department.  
• Some post-doctoral research experience in a relevant area.  
• Experience of collecting interview data. |