



Job title	Research Fellow in Inclusion and Communication in Financial Services	Job family and level	Research and Teaching Level 4
School/ Department	School of Economics	Location	University Park

Purpose of role

The purpose of this role will be to have specific responsibility for research, for developing research objectives and proposals for a research project in Diversity, Inclusion and Communication in Financial Services. The person appointed will be expected to plan and conduct work using approaches or methodologies and techniques appropriate to the type of research, and will be responsible for writing up their work for publication.

The person appointed will have the opportunity to use their initiative and creativity to identify areas for research, develop research methods and extend their research portfolio.

	Main responsibilities (Primary accountabilities and responsibilities expected to fulfil the role)	% time per year
1	To develop research objectives and proposals for own and/or collaborative research area.	20%
2	To plan and conduct research using recognised approaches, methodologies and techniques within the research area.	10%
3	To analyse and illuminate data, interpret reports, evaluate and criticise texts and bring new insights to research area.	10%
4	To write up research work for publication and/or contribute to the dissemination at national/international conferences, resulting in successful research outputs.	10%
5	To identify opportunities and assist in writing bids for research grant applications. Prepare proposals and applications to both external and/or internal bodies for funding, contractual or accreditation purposes.	40%
6	To build relationships with both internal and external contacts in order to exchange information, to form relationships for future collaborations and identify potential sources of funds and/or opportunities for collaboration.	5%

7	To co-ordinate the operational aspect of research networks, for example, arranging meetings and updating web sites etc and contribute to collaborative decision making with colleagues in area of research.	5%
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Person specification

	Essential	Desirable
Skills	<ul style="list-style-type: none"> ▪ Excellent oral and written communication skills, including the ability to communicate with clarity on complex information. ▪ High analytical ability to analyse and illuminate data, interprets reports, evaluate and criticise texts and bring new insights. ▪ Ability to creatively apply relevant research approaches, models, techniques and methods. ▪ Ability to assess and organise resource requirements and deploy effectively. ▪ Ability to build relationships and collaborate with others, both internally and externally. 	<ul style="list-style-type: none"> ▪ Ability to foster a research culture and commitment to learn in others.
Knowledge and experience	<ul style="list-style-type: none"> ▪ Some practical experience of applying the specialist skills and approaches and techniques required for the role. ▪ Experience in use of research methodologies and techniques to work within area. 	<ul style="list-style-type: none"> ▪ Previous success in gaining support for externally funded research projects. ▪ Experience of developing new approaches, models, techniques or methods in research area.
Qualifications, certification and training (relevant to role)	<ul style="list-style-type: none"> ▪ PhD or equivalent in relevant subject area 	



Expectations and behaviours

The University has developed a clear set of core expectations and behaviours that our people should be demonstrating in their work, and as ambassadors of the University's strategy, vision and values. The following are essential to the role:

- Valuing people** Is friendly, engaging and receptive, putting others at ease. Actively listens to others and goes out of way to ensure people feel valued, developed and supported.
- Taking ownership** Is clear on what needs to be done encouraging others to take ownership. Takes action when required, being mindful of important aspects such as Health & Safety, Equality, Diversity & Inclusion, and other considerations.
- Forward thinking** Drives the development, sharing and implementation of new ideas and improvements to support strategic objectives. Engages others in the improvement process.
- Professional pride** Is professional in approach and style, setting an example to others; strives to demonstrate excellence through development of self, others and effective working practices.
- Always inclusive** Builds effective working relationships, recognising and including the contribution of others; promotes inclusion and inclusive practices within own work area.

Key relationships with others



