# Role profile

<table>
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<tr>
<th>Job title</th>
<th>Research Associate/Fellow</th>
<th>Job family and level</th>
<th>Research and Teaching Level 4 (Appointment will be Level 4 Career training grade where an appointment is made before PhD has been completed)</th>
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<tbody>
<tr>
<td>School/Department</td>
<td>School of Education</td>
<td>Location</td>
<td>Nottingham UK</td>
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## Purpose of role

The purpose of this role will be to support the principal investigator conducting research in the area of higher education research, exploring the research / teaching nexus in several different countries. The role will involve undertaking independent research as well as working jointly with the principal investigator on data analysis and writing publications. This will include using social science research methodologies for collating, analysing large-scale administrative data, as well as analysing existing interview transcripts. They will be responsible for writing up their work in order to contribute to joint published outcomes.

The role holder 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)

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<th>% time per year</th>
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<tr>
<td>15%</td>
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1. To plan and conduct research using recognised approaches, methodologies and techniques within the research area and support the development of research objectives for own and/or collaborative research area.

2. To analyse and illuminate data, interpret reports, evaluate and criticise texts and bring new insights to research area.

3. To contribute to writing up research findings for publication.

4. To contribute to wider dissemination activities, including presenting at research conferences and organising events.

5. To build internal and/or external contacts to develop knowledge and understanding, forming relationships for future collaborations.

6. To co-ordinate the operational aspect of research networks, for example, arranging meetings and updating websites etc and contribute to collaborative decision making with colleagues in area of research.

7. To collaborate with academic colleagues on areas of shared interest for example, collaborative or joint research projects.

8. To plan and manage own research activity and resolve problems, if required, in meeting own/team research objectives and deadlines in collaboration with others.
## Person specification

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<tr>
<th>Skills</th>
<th>Essential</th>
<th>Desirable</th>
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| ▪ Excellent oral and written communication skills, including the ability to communicate with clarity on complex information to a wide range of audiences.  
▪ Highly developed research skills, with the ability to creatively apply relevant social science research approaches, techniques and methods.  
▪ Ability to contribute to method improvement.  
▪ Ability to build relationships and collaborate with others, internally and externally.  
▪ Ability to contribute to wider dissemination activities, including presenting at research conferences and organising events.  
▪ Ability to work as part of a team and also to work independently using own initiative.  
▪ Proven ability to prioritise effectively, managing ad hoc tasks as well as longer-term work. | ▪ High analytical ability to analyse and illuminate data, interpret reports, evaluate and criticise texts and bring new insights.  
▪ Analytical ability to facilitate conceptual thinking, innovation and creativity to improve methods. |

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<tr>
<th>Knowledge and experience</th>
<th>Essential</th>
<th>Desirable</th>
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| ▪ Evidence of sufficient depth of knowledge of social science research methodologies and techniques to work in research area.  
▪ Evidence of using quantitative and qualitative social science research methodologies and techniques.  
▪ Evidence of applying both quantitative and qualitative social science research methodologies and techniques.  
▪ Experience of writing up research results for high quality reports or journal publications. | ▪ Experience of developing new approaches, models, techniques or methods in research area.  
▪ Experience in internationally comparative research.  
▪ Experience in researching issues of higher education. |

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<tr>
<th>Qualifications, certification and training (relevant to role)</th>
<th>Essential</th>
<th>Desirable</th>
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| ▪ Degree in a relevant social sciences subject area  
▪ PhD (or close to completion) in relevant social sciences subject area. | ▪ Master’s Degree, or equivalent research experience in a relevant social sciences subject area. |
The University of Nottingham is focused on embedding equality, diversity and inclusion in all that we do. As part of this, we welcome a diverse population to join our work force and therefore encourage applicants from all communities, particularly those with protected characteristics under the Equality Act 2010.

The University is a signatory of the Declaration on Research Assessment (DORA). As such we commit to focus on the scientific content of publications (where requested or provided as part of the recruitment and selection process) as a basis for review of quality, and consideration of value and impact of research conducted, rather than any proxy measures such as Journal Impact Factor.

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

Key stakeholder relationships
- Colleagues in School of Education
- UK Higher education research community
- International research participants
- Sociology teaching community

Role holder
- Research Associate/Fellow

Line manager
- Nottingham Research Fellow