

**JOB DESCRIPTION**

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| **Job Title:** Research Associate – Corpus Linguist | **Present Grade:** 6 |
| **Department/College:** Linguistics and English Language |
| **Directly responsible to:** Professor Lauren Devine, Principal Investigator |
| **Supervisory responsibility for:** Some supervision of postgraduate students |
| **Other contacts:**Project Co-Ordinator, Doctoral Students, Visiting Scholars, and Project Team, Department of Linguistics and English Language, Research Support Services.  |
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| **External:**  Project partners at Aston University |
| **Major Duties:**1. Designing data collection strategies for collection of data from open and restricted access sources related to safeguarding children and vulnerable adults and access to justice. Using web-scraping tools where appropriate to automate data collection.
2. Cataloguing the collected data using Excel.
3. Cleaning the collected data and preparing corpora for analysis, writing corpus build reports.
4. Contributing to corpus analysis.
5. Participation in project meetings; preparation and presentation of talks, posters and reports to disseminate the results of the data collection, corpus creation, and analysis.
6. Preparation of progress reports describing the results of the project.
7. Contribute to preparation of journal papers, conference papers, briefings and project reports for publication and dissemination of project findings.
8. Working closely with doctoral students.
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