JOB DESCRIPTION
Research Associate
Davy Notebooks Project
English Literature and Creative Writing
Vacancy Ref: A3294

Job Title: RESEARCH ASSOCIATE  Present Grade: 6

Department/College: English Literature and Creative Writing

Directly responsible to: Professor Sharon Ruston
Supervisory responsibility for: N/A

Other contacts
Internal:
Other staff in the Department of English Literature and Creative Writing; colleagues in the Faculty of Arts and Social Sciences; central administration.

External:
AHRC; professional bodies; non-governmental organisations; academic, research and public networks; Zooniverse; Davy Notebooks Project Co-Investigators, Senior PDRA, and Advisory Board; general public.

Major Duties:
1. Undertake research to meet the specified aims of the AHRC funded Davy Notebooks Project (see http://humphrydavy.org.uk/notebooks/), assisting with the transcription and annotation of Humphry Davy’s notebooks. Predominantly, this will include: tracing citations and references; defining archaic words, chemical or geological terms; researching and writing notes for place names or people mentioned; noting unusual or irregular spellings; suggesting dates for notebook entries; translating from other languages; cross-referring to other versions of the same text elsewhere in the notebooks; providing full references to Davy’s reading.
2. Apply Text Encoding Initiative (TEI) standard mark-up appropriately; participate fully in the development of the publication of Davy Notebook transcriptions in the Lancaster University Digital Library.
3. Contribute expertise in history and/or literature and/or science, concentrating on the eighteenth and/or nineteenth centuries.
4. To participate in Project meetings including those with the Project Team and the Advisory Board.
5. Tasks will include: preparation and presentation of conference talks; assisting with the organization of events (public and academic) and full participation in these events; and active participation in discussions; assisting with the design and implementation of the project’s communications and social media strategy.
6. Contribute to publications arising out of the Project, including the writing of an academic journal article (of suitable quality to be returned in the REF Research Excellence Framework).
7. Deliver research seminars and disseminate research findings as appropriate.
8. Undertake outreach work to the public and non-academic users of research; to find new public audiences for the Davy Notebooks Project using social media.
9. Contribute to the national and international research reputation of the Project, the Department and University more widely.
10. Work within the strategic direction of the University as a whole and the University’s code of ethics and practice guidelines.
11. Be an active member of and contribute more broadly to the work of the Department of English Literature and Creative Writing.