

JOB DESCRIPTION
Research Associate
Vacancy Ref: A3315

Job Title: Research Associate	Present Grade: 6P
Department/College: Educational Research	
Directly responsible to: Dr Janja Komljenovic	
Supervisory responsibility for: /	
Other contacts	
<p>Internal: Departmental and University colleagues and students, ISS and central administration, the Library.</p> <p>External: Business organisations, HE institutions, professional bodies, HE stakeholders, HE regulators, academic and research networks.</p>	
Major Duties:	
<u>Research</u>	
<ol style="list-style-type: none"> 1. Undertaking scholarship-based, qualitative and quantitative research as required on the ESRC-funded project “Universities and Unicorns: building digital assets in the higher education industry”. 2. Sourcing, reviewing and critically analysing relevant literature from a wide range of scholarly and policy/practice-related sources; and preparing analytical and summative research papers. 3. Organising and conducting fieldwork research activities in different parts of the UK or online, including structured case studies and interviews. 4. Organising and conducting focus groups and other events with key higher education stakeholders. 5. Collecting and analysing database data, survey data and other statistical or quantitative material from various sources. 6. Writing up the results of research in research reports and academic publications, as joint and sole author. 7. Contributing to other dissemination activities through writing or co-writing policy briefings, writing and delivering papers at conferences and seminars, the preparation of media-related and web-related materials, blogging and engagement in social networking activity as required. 	
<u>Organisation</u>	
<ol style="list-style-type: none"> 8. Contributing to the development and maintenance of the project database with respect to the storing of quantitative, qualitative and scholarship-based data 9. Working with the Principal Investigator to ensure that the web site is updated. 	

10. Contributing to and helping to organise, project events, meetings, seminars, webinars and other activities.

Additional Requirements

11. Willingness and availability to travel within the UK and, occasionally, outside of the UK.

12. Any other duties appropriate to the grade of the post as requested by the line manager or delegate.