1 Advertisement

Post Title: ESRC Digit Research Fellow (Grade 8)
School/department: University of Sussex Business School, Digital Futures at Work ESRC Research Centre (Digit)
Hours: Full time or part time hours considered up to a maximum of 1.0 FTE. Requests for flexible working options will be considered (subject to business need).
Contract: fixed term for 3 years with the possibility of extension/lectureship
Reference: 1902
Salary: Grade 8 starting at £41,526 to £49,553 per annum (pro-rata for p-t working)
Placed on: 6 September 2019
Closing date: 9 October 2019. Applications must be received by midnight of the closing date.
Expected Interview date: Week commencing 21 October 2019
Expected start date: 1 January 2020

For further information or to discuss the role please contact the Centre Director Professor Jacqueline O'Reilly: j.o-reilly@sussex.ac.uk

For full details and how to apply see our vacancies page

The University of Sussex values the diversity of its staff and students and we welcome applicants from all backgrounds.

ESRC Digit Research Fellow (Grade 8)

Summary:
An exciting opportunity has arisen at the University of Sussex for a high-performing researcher to contribute to the Digital Futures at Work ESRC Research Centre (Digit) – an ambitious and dynamic £8m ESRC funded Research Centre examining the Digital transformation of work. The post is for three years full time, with a possibility for extension or a lectureship; requests for part-time arrangements will also be considered.

This challenging role sits within the University of Sussex Business School and is line-managed by the Centre’s Director, Professor Jacqueline O’Reilly, or one of the
Centre’s Co-Investigators. The post-holder will work collaboratively with the Centre Management Team (CMT), other Centre researchers, and partners to deliver substantial elements of the core research programme.

2 The University of Sussex Business School

The post-holder will support activities across the Digital Futures at Work ESRC Research Centre (Digit), and will be based in the University of Sussex Business School.

The School

The Business School was formed in 2009 and comprises five departments: Management, Accounting & Finance, Strategy & Marketing, Economics, and SPRU (Science Policy Research Unit). With its home in the Jubilee Building, a state-of-the-art academic building at the heart of the campus, the Business School is a vibrant, ambitious and dynamic School with a strong research focus.

Our work draws on management, economics, science, technology and innovation studies, to make an impact on the future of people and institutions the world over. We study the issues that matter, in order to transform our world and your future.

Our School draws on many of Sussex's intellectual traditions, including a critical perspective on contemporary business, political, economic and social issues and a belief that major societal challenges need expertise across many academic disciplines.

Our vision is to be a School that collaborates across disciplines to shape global issues in business, management, and society, making an impact on policy, practice, and people.

Our mission to achieve this vision is to:

- carry out high-quality research and develop innovative policy
- develop current and aspiring leaders who will champion critical and original thinking
- work internationally with businesses, governments, and others to deliver innovative approaches to management.

Digital Futures at Work Research Centre (Digit)

The Digital Futures at Work Research Centre (Digit) will be established in January 2020. The aim of the Centre is to establish an interdisciplinary, international collaboration to advance our understanding of how Digital technologies are reshaping work, impacting on employers, employees, job seekers and governments.

The University of Sussex Business School jointly leads the Centre with Leeds University Business School. Additional partners include the Universities of Aberdeen, Cambridge and Manchester in the UK and Monash in Australia.

The objectives of Digit are to:

1. Generate new knowledge to inform the development of an analytical framework around the concept of the ´connected worker´ and the ´connected economy´ by
maximising knowledge exchange and co-produced research with relevant communities.

2. **Establish a new Data Observatory** as a one-platform library of national and international resources for decision-makers connecting with UK Industrial Strategy and welfare policy.

3. **Initiate an Innovation Fund** providing financial support for new research initiatives and methodological approaches, enabling international exchanges and extensive dissemination.

4. **Provide a strong career development programme** for mid and early career researchers through mentoring and staff development, internships and summer schools.

5. **Ensure the long-term sustainability of the centre** by developing an **MSc in People Analytics** informed by Digit research.

Sussex will become a clearly identifiable global research hub fostering strategic international partnerships and become a source of advice to governments, funders, industry and non-governmental organisations. The centre will be a flagship initiative promoting Sussex strengths in policy-engaged, academically rigorous, interdisciplinary research.

Digit will:
- Establish Sussex firmly as ‘the go-to place’ for interdisciplinary research to understand complex challenges associated with the Digital transformation of work.
- Develop a collective ‘Digital’ identity across the Sussex campus.
- Substantially increase research and ‘soft’ income, and consolidate and maximise the return on recent investments.
- Deliver research output of the highest international quality.
- Enhance the impact of Sussex research for future Research Excellence Framework submissions.
- Provide a focus and drive for the University strategy of embedding Digital transitions at work in teaching.

3  **Job Description**

Job Description for the post of: **ESRC Digit Research Fellow (Grade 8)**

Department: Digital Futures at Work ESRC Research Centre, Department of Management

School: University of Sussex Business School

Location: Jubilee Building

Grade: 8

Responsible to: Principal Investigator through to Head of School
Role Description: Research Fellow II is a career-grade research position. Post-holders will be expected to take a senior role within a research team, be able to demonstrate an established research portfolio, and a growing reputation in their field of study. They will also be expected to provide support and guidance to less experienced members of staff.

Purpose of the post:

- To take responsibility for coordinating longitudinal sectoral case studies conducted at the Digital Futures at Work ESRC Research Centre. Case studies at Sussex will focus on Business Services (Legal/Financial/HR) and Retail sector. Additional case studies will also be conducted in cultural industries and the public sector (health and employment services). The Research Fellow should have expertise in one of these two areas (Business or Retail) and the ability to work and coordinate with colleagues focused on other sectors working in different locations. Digit is a flagship investment funded by the Economic and Social Research Council.
- To work collaboratively with the Director and Centre Management Team (CMT) to develop and realise the strategic vision of the Centre, whilst supporting the aims of the University's Strategic Framework. The CMT consists of the Co-Directors at Sussex and Leeds, the Centre Manager, and Impact & Engagement Officer. Together they will be responsible for financial reporting, maintaining a risk register, monitoring progress and the timely delivery of outputs, as well as communicating directly to the ESRC, coordinating activities with the Core Academic Team and Advisory Boards.
- To work with the Director and Centre Manager on internal and external communications and engagement activities, and to play a central role in developing and implementing Impact, Communications, Engagement and External Affairs strategies for the Centre. In doing so to ensure the success and impact of a programme designed to deliver the strategic ambitions of the University.

Key Responsibilities:

1. Research, Scholarship & Enterprise

1.1 Contribute to the development of the Centre’s strategy and themes.

1.2 Develop research objectives and proposals for own or joint research under the direction of the Centre’s Principal or Co-Investigators.

1.3 Conduct research individually and/or in collaboration with others.

1.4 Assess, interpret and evaluate outcomes of research, and develop ideas for their application.

1.5 Produce high-quality research outputs that have impact in the field, for publication in monographs or recognised high-quality journals, or performance/exhibition, as
appropriate, and contribute to the School’s REF submission at acceptable levels of volume and academic excellence.

1.6 Lead small research projects and/or identified parts of larger Centre projects, including supervising the work of others and managing or monitoring a research budget.

1.7 Make presentations at conferences, or exhibit work in other appropriate events of a similar standing and identify ways to disseminate research outputs informally via the internet, the media and other forms of public engagement.

1.8 Identify sources of funding and contribute to the process of securing bids in order to further the aims and ambitions of the Centre.

1.9 Identify and secure opportunities for enterprise activity, knowledge exchange income, and/or consultancy where permissible.

1.10 Actively build internal and external contacts, and play a key role in internal networks and relevant external networks in order to, for example, identify sources of funding, secure student placements, and build relationships for future activities.

1.11 Contribute to a relevant national professional body or recognised events.

1.12 Continually update knowledge and understanding in the field, and engage in continuous professional development.

1.13 Conduct risk assessments, and take responsibility for the health and safety of others, if required.

2. Teaching & Student Support

If appropriate and in line with the aims of the Centre:

2.1 Contribute to teaching and learning in the School.

2.2 Supervise postgraduate research students, for example as part of a postgraduate supervisory team.

2.3 Assist in the development of student research skills.

3. Contribution to School & University

3.1 Attend and contribute to relevant School and project meetings.

3.2 Mentor less experienced colleagues, supporting them in developing their research techniques, and advising on personal development.

3.3 Undertake additional duties, as required by the Principal Investigator and/or Co-Investigators.

4. Role-specific duties
4.1 To take responsibility for coordinating longitudinal sectoral case studies conducted at the Digit Research Centre. Case studies at Sussex will focus on Business Services (Legal/Financial/HR) and Retail sector. Additional case studies will also be conducted in cultural industries and the public sector (health and employment services) at other geographical locations. The Research Fellow should have an expertise in one of these two areas (Business or Retail) and the ability to work and coordinate with colleagues focused on other sectors working in different locations.

4.2 To coordinate and produce ‘intelligence reports’ on the development of digital technologies in these different sectors in the first year in collaboration with researchers across the Centre.

4.3 To establish contact with relevant firms and negotiate, in collaboration with the Director, research access.

4.4 To develop collaboratively appropriate research tools for interviews with employers, line managers, employees and their representatives.

4.5 To provide systematic and accessible documentation of these research activities.

4.6 To use this information to write high quality academic publications.

4.7 To disseminate these findings to a wider public audience in an accessible form.

4.8 To work with the Director and Centre Manager on internal and external communications and engagement activities, and to play a central role in developing and implementing Impact, Communications, Engagement and External Affairs strategies for the Centre.

4.9 To work to the highest ethical standards.

4.10 The researcher will be expected to travel within the UK and abroad to conduct and present this research.

4.11 If appropriate, to take on the line management and/or day-to-day supervision of Digit junior Research Fellows.

This Job Description sets out current duties of the post that may vary from time to time without changing the general character of the post or level of responsibility entailed.

**Indicative Performance Criteria**

- Contributing to the regular published output of original research at international level (referred journal papers, monographs, book chapters, text-books).

- Other evidence of original research contribution to the field, such as through invited conference contributions, membership of editorial panels etc.

- Evidence of the successful supervision of others within the research group.

- Involvement in the creation, transfer and use of the results of research through a range of knowledge exchange activities.
Success in transferring research results to commercial, professional, public sector or other practical use.

4 Person Specification

Research Fellow (Grade 8), Digital Futures at Work ESRC Research Centre (Digit)

Essential qualifications, knowledge, skills and experience for the post:

1. Normally educated to doctoral level, or other equivalent qualification, or appropriate level of experience, as appropriate to the discipline (see role-specific criteria below).

2. Evidence of significant independent contribution to the design and execution of research.

3. An emerging track record of publications in reputable journals and other appropriate media of similar standing.

4. Excellent presentation skills, with the ability to communicate effectively, both orally and in writing, with students, colleagues and external audiences from the business and policy community at varying levels of seniority.

5. Ability to work individually on own initiative and without close supervision, and as part of a team.

6. Good ICT skills, including competence with Microsoft software packages such as Word, Excel and Outlook as well as project management tools.

7. Ability to work well under pressure.

8. Proactive, highly motivated and positive ‘can do’ attitude.

9. Attention to detail.

10. Creative thinker.

Essential role-specific criteria

1. An understanding of some of the issues affecting employers, employees, their representatives and policy makers around the changing use of technological change at work.

2. Experience of conducting firm/sector based qualitative case study research.

3. Ability to work with interdisciplinary teams.

4. Ability to coordinate research activities across different geographical locations.

5. Ability to work with a diverse range of researchers.
Desirable criteria

1. Experience of generating research or knowledge exchange income.
2. Experience of supervising postgraduate research students.

**Personal Attributes and Circumstances:**

Flexible and responsive, including a willingness to work flexible hours as necessary to meet deadlines and to travel to project meetings or workshops on occasion.