1 Advertisement

Post Title: Research Assistant (Impact Manager: Programming Historian)
School/department: School of History, Art History and Philosophy
Hours: part time hours considered up a maximum of 14.6 hours per week. Requests for flexible working options will be considered (subject to business need).
Contract: fixed term for 2 months.
Reference: 2753
Salary: starting at £30,046 to £33,797 per annum, pro rata
Placed on: 18 November 2019
Closing date: 3 December 2019. Applications must be received by midnight of the closing date.

The University of Sussex is seeking to appoint a Research Assistant to work on the ESRC Impact Accelerator funded project ‘The Programming Historian: developing and sustaining impact in the Global South’. The successful candidate will work alongside a team of global team who publish open-access, novice-friendly, peer-reviewed tutorials that help humanists learn a wide range of digital tools, techniques, and workflows to facilitate research and teaching. Published in three languages, the Programming Historian is a volunteer run project that reaches 1.2 million readers each year, with substantial audiences in the Global South.

The Research Assistant’s primary role is to deliver a roadmap for outreach and impact and outline a pathway for making the role of Impact Manager sustainable. To achieve this successful candidate will leverage existing partnerships (for example, RedDH, African and Malagasy Council for Higher Education, Talarify), identify potential new partnerships, and working closely with both the Programming Historian Global Team and Communication Team.

The successful candidate will have a Bachelors-level qualification in a related subject area and a demonstrable interest in open publishing, community outreach, and research impact. They will be based in the Department of History within the School of History, Art History and Philosophy (HAHP) at the University of Sussex.

For an informal discussion of the post, please contact Dr James Baker, in the first instance by email at: james.baker@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.
2. **The School / Division**

Please find further information regarding the school/division at http://www.sussex.ac.uk/history/.

3. **Job Description**

**Job Title:** Research Assistant (Impact Manager: Programming Historian)

**Department:** History

**School:** History, Art History, and Philosophy

**Location:** Arts A/B.

**Grade:** Research Assistant, Grade 6

**Responsible to:** Dr James Baker (Principle Investigator)

**Direct reports:** n/a

**Key contacts:** Members of research group, members of faculty within the School and University.

**Role description:** Research Assistant is a pre-Doctoral career-grade research position. Post-holders will be expected to contribute to the work of the research team, and also to develop their research skills with support from more experienced members of staff.

**PRINCIPAL ACCOUNTABILITIES**

1. To observe and assist with individual and/or collaborative research activity and contribute to the production of impact specific research outputs.
KEY RESPONSIBILITIES

1. **Research, Scholarship & Enterprise**

1.1 With support from the Principal Investigator, develop research objectives and contribute to the planning of the research project.

1.2 Conduct research activity under supervision of the Principal Investigator, and in collaboration with others.

1.3 Assist with the analysis and interpretation of research findings and contribute to discussions on conclusions and outcomes.

1.4 Contribute to the writing of reports and other dissemination activities under the supervision of experienced researchers.

1.5 Contribute to the preparation of research ethics and data management strategies, under guidance from the Principal Investigator to ensure compliance with ethical approval and data protection legislation.

1.6 Present information on research progress and outcomes to relevant bodies under the supervision of the Principal Investigator.

1.7 Plan own day-to-day research activity within the framework of the agreed programme.

1.8 Continually update knowledge and understanding in field or specialism, and engage in professional development.

2. **Contribution to School & University**

2.1 Attend and contribute to relevant School and project meetings.

2.2 Undertake additional duties, as required by the Principal Investigator and/or Head of School.

3. **Role-specific duties**

3.1 Work with the Principle Investigator and relevant *Programming Historian* team members to identify and pursue research impact activities on the project ‘The Programming Historian: developing and sustaining impact in the Global South’.

3.2 Publish a report on expanding the *Programming Historian*’s outreach and impact activities with a focus on non-historian communities in the Global South.
3.3 Deliver (to the *Programming Historian* Board of Trustees) a business plan outlining the resources required to make the role of Impact Manager sustainable and potential pathways for funding.

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**

- Under the supervision of the Principal Investigator, conduct experiments/research to assist with project aims, with emphasis on training.
- Undertake research by preparing, setting up, conducting and recording the outcomes.
- Manage and analyse data, and prepare written reports and summaries.
- Maintain and store project files and equipment as per health and safety and data regulations.
PERSON SPECIFICATION

ESSENTIAL CRITERIA

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

2. Good presentation skills, with the ability to communicate effectively, both orally and in writing, with colleagues and external audiences.

3. Ability to work independently (under supervision by the Principal Investigator), and as part of a team.

4. Ability to exercise a degree of innovation and creative problem-solving.

5. Excellent organisational and administrative skills.

6. Ability to prioritise and meet deadlines.

7. Excellent IT skills.

8. Ability to follow guidance of team leaders.

ESSENTIAL ROLE-SPECIFIC CRITERIA

1. Experience of report writing.

2. Interest in and/or experience in open publishing and community outreach, and research impact.

3. Knowledge of the definition and purpose of ‘research impact’ in the context of UK based research.

DESIRABLE CRITERIA

1. Familiarity with the Programming Historian.