1 Advertisement

Post Title: Research Fellow  
School/department: University of Sussex Business School  
Hours: Part time hours considered up to a maximum of 0.5 FTE (18.75 hours per week).  
Reference: 2957  
Salary: Grade 7 starting at £33,797 rising to £40,322 per annum, pro rata (£16,899 to £20,161 per annum)  
Placed on: 20 January 2020  
Closing date: 4 February 2020 Applications must be received by midnight of the closing date.  
Expected Interview date: TBC  
Expected start date: ASAP

We wish to appoint a Research Fellow at Grade 7 with specialist background in undertaking qualitative interviews in higher education settings with business students from BAME backgrounds. The role is offered on a part time basis starting from 03 February 2020 until 30 June 2020.

Applications should be accompanied by a full CV, a statement of research interests and aspirations (not more than 4 pages), and the names of three academic referees.

The University offers various schemes to provide real benefits to parents, these can be found at Family Friendly Policies

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

For full details and how to apply see our vacancies page
CORE JOB DESCRIPTION

**Job Title:** Research Fellow in Business School BAME-related Practices

**Grade:** Research Fellow I, Grade 7

**School:** University of Sussex Business School

**Location:** Jubilee Building, University of Sussex

**Responsible to:** Principal Investigator through to Head of School

**Direct reports:** n/a

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

**Role description:** Research Fellow I is an early 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.

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**KEY RESPONSIBILITIES**

2. **Research, Scholarship & Enterprise**

1.1 Develop research objectives and proposals for own or joint research, at acceptable levels, with assistance if required.

1.2 Conduct research projects individually and in collaboration with others.

1.3 Analyse and interpret research findings and draw conclusions on the outcomes.

1.4 Produce high-quality research outputs 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.

1.5 Contribute to the preparation of proposals and applications to external bodies, for example for funding purposes.

1.6 Individually or with colleagues, explore opportunities for enterprise activity, knowledge exchange income and/or consultancy, where permissible.

1.7 Build internal contacts and participate in internal networks and relevant external networks in order to form relationships and collaborations.
1.8 Continually update knowledge and understanding in field or specialism, and engage in continuous professional development.

2. Teaching & Student Support

2.1 Undertake teaching duties, if required.

2.2 Assist in the assessment of student knowledge and supervision of student projects if required.

2.3 Assist in the development of student research skills, for example as part of a postgraduate supervision team.

3. Contribution to School & University

3.1 Attend and contribute to relevant School and project meetings.

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

4. Role-specific duties

4.1

- The research fellow will be responsible for liaising with the lead researcher to prepare, develop and undertake research interviews with the respondents in line with the project research objectives.
- The research fellow will liaise with the lead researcher and other key project members to coordinate and manage the student-led research interviews.
- The research fellow will keep the research lead informed and up to date of ongoing developments, progress and potential issues should they arise.
- The research fellow will hold all records of the interviews undertaken and interviewee details securely and confidentially in line with ethical practice.

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

- A PhD or equivalent scholarly or relevant professional activity
- Pursuing a line of independent research within a research group.
- Publishing research (either from a recently completed PhD or new original research).
- Other forms of externally recognised professional practice of creative output of a standing equivalent to regular publication of original research.
- Initiating, developing or participating in links between the University and external bodies such as business and industry, the professions, community organisations and policy-makers.

- Evidence of successful engagement in teaching or supervision.