# Generic job description and selection criteria

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| Job title | Researcher |
| Department  | Humanities/Social Sciences |
| Grade and salary | Grade 6  |

## Job description

### Overview of the role

Reporting to the [Principal Investigator/Programme Director]. The post holder is a member of a research group with responsibility for the provision of research support for [a discrete area of a large project or for a small project]. The post holder provides advice and guidance to research students where appropriate.

### Responsibilities/duties

* Manage own research and administrative activities, within guidelines provided by senior colleagues
* Contribute to wider project planning, including ideas for new research projects
* Select, follow, and adapt specialist methodologies to confirm or refute theories, and identify suitable alternatives where information or research material is restricted
* Contribute to the design of research materials and make arrangements for data gathering
* Gather, analyse, and present qualitative and/or quantitative data from a variety of sources
* Undertake comprehensive and systematic literature reviews and write up the results for publication in peer-reviewed journals or for presentation at conferences or public meetings
* Contribute to research publications, book chapters and reviews
* Responsible for the day-to-day administration of the research project
* Represent the research group at external meetings/seminars, either with other members of the group or alone
* Contribute to discussions and share research findings with colleagues in partner institutions, and research groups

## Selection criteria

### Essential

* Hold a first degree, together with some relevant experience
* Working toward a doctorate in a specialist discipline
* Possess sufficient specialist knowledge in the discipline to work within established research programmes
* Ability to manage own research and administrative activities
* Excellent communication skills, including the ability to write text that can be published, present data at conferences, and represent the research group at meetings
* Experience of following and adapting methodologies

### Desirable

* Experience of contributing to research publications
* Experience of working in a research team and contributing ideas for new research projects