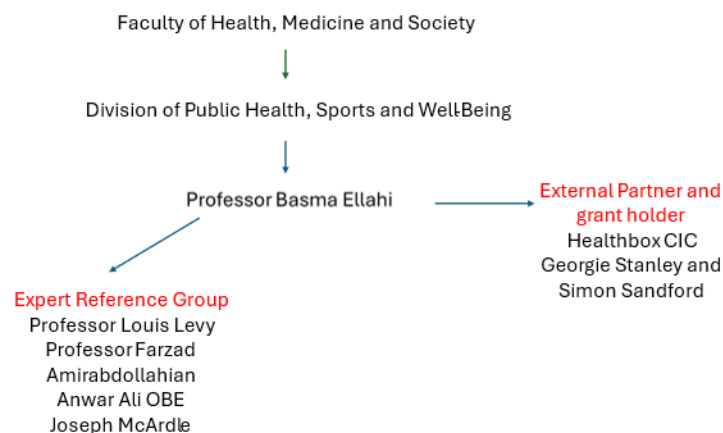


JOB DESCRIPTION

- 1. JOB TITLE:** Senior Research Assistant (OS6)
- 2. HRMS REFERENCE NUMBER:** 1326-25
- 3. ROLE CODE:** FINSRA
- 4. DEPARTMENT:** Public Health, Sports and Well-Being, School of Allied and Public Health
- 5. ORGANISATION CHART:**



6. JOB PURPOSE:

- The role will focus on the evaluation and research-related tasks, including preparing, setting up, conducting and recording the outcomes for the development of the app and its evaluation. This will involve the development of questionnaires and recruitment to and conducting surveys, individual and group interviews, to the standards and objectives of the research project set by the Principal Investigator Professor Basma Ellahi based at University of Chester.

7. BACKGROUND INFORMATION:

This role has been created by successfully securing Innovate UK funding to undertake the Cam2Cook project. This includes the development of an AI assisted app focussed on assisting people to use store cupboard items to prepare meals meeting cultural, budgetary and nutritional requirements. The project is collaborative and will involve working with the external partner Healthbox and the expert reference group members as well as people from the communities the app is intended to serve – this includes those living with

multiple disadvantages and different ethnic groups/underserved communities ensuring the app is fit for purpose for people from these diverse communities.

8. WORK PERFORMED AND/OR KEY RESULT AREAS:

8.1 Communicating Effectively

- Develop research tools under supervision
- Write up results of research to a high academic standard.
- Write or contribute to publications or disseminate research findings using other appropriate media, as and when requested by the Principal Investigator.
- Contribute to the production of research reports and publications.
- Present information on research progress and outcomes to bodies supervising research, e.g. steering groups and other bodies.
- Prepare reports/papers for steering groups and other bodies.

8.2 Leadership and Working Collaboratively

- Actively participate as a member of the research team.
- Provide guidance as required to support staff and any students/volunteers or community researchers who may be assisting in the research.

8.3 Liaison and Networking

- Liaise with research colleagues and support staff on routine matters.
- Attend and contribute to relevant meetings.

8.4 Delivering a High Quality Standard of Service

- Undertake primary and secondary research-related tasks to the standards and objectives of the research project set by the Principal Investigator.

8.5 Effective Decision Making

- To make independent decisions on the use of standard research techniques and methods when undertaking research.
- Contribute to decisions affecting the work of the team.
- May provide advice, as appropriate, to colleagues on matters affecting the research.

8.6 Planning and Organising Self and Others

- To take responsibility for planning own day to day research activity within the framework of the agreed programme.
- Co-ordinate own work with that of others.
- Contribute to the planning of research projects, as an active member of the project team.
- Contribute to the planning of the research project.

8.7 Innovation and Improvement (Effective Problem Solving)

- Deal with day-to-day problems which may affect the achievement of research objectives and deadlines, referring to Research Supervisor for advice and guidance.
- Occasionally deal with problems which may affect the achievement of research objectives and deadlines, drawing on knowledge and experience.

- Problems which are outside the remit of the role should be referred to the Research Supervisor.

8.8 Analysis and Research

- Conduct literature and database surveys.
- Undertake research-related tasks, including preparing, setting up, conducting and recording the outcome of experiments and field work, the development of questionnaires and conducting surveys, using existing methodology and through discussion with the PI .
- Continue to update knowledge and develop skills.
- Analyse and interpret the results of research and generate original ideas based on outcomes.
- On request, assist the Principal Investigator and other project staff to:
 - use new research techniques and methods
 - develop research objectives and proposals
 - conduct individual or collaborative research projects
 - translate knowledge of advances in the subject area into research activity

8.9 Sensory and Physical Demands

- Sensory and physical demands will mainly include light physical effort, but may vary depending on the project or working environment.

8.10 Work Environment

- The working environment will vary depending on the nature of the work. There is a requirement for fieldwork to collect data and this may involve travel within a 60 mile radius of Chester.

8.11 Pastoral Care and Welfare

- Show consideration to others, including those involved in data collection or participation in research.

8.12 Team Development

- Assist in the induction of new staff if required.

8.13 Teaching and Learning Support*

- May contribute to teaching, learning and research activities in the department.

8.14 Knowledge and Experience

- Possess sufficient breadth or depth of specialist knowledge in the discipline and develop further skills in and knowledge of research methods and techniques.
- Experience of research, gained through Masters-level study or equivalent (such as demonstrable work through placements).

8.15 General

* Where the Research Assistant is employed on a task focused research project, it is unlikely Teaching and Learning Support will be a requirement of the role.

- To undertake any other duties commensurate with your grade, and/or hours of work, as may reasonably be required of you.
- To take responsibility for upholding and complying with the University's Equality and Diversity policies and for behaving in ways that are consistent with fair and equal treatment for all.
- To comply with all University Health and Safety policies.

PERSON SPECIFICATION		
Job Title: Senior Research Assistant		Department: PHSWB
Criteria	Essential / Desirable	Method of identification
Qualifications:		
BSc in nutrition or nutrition related area	E	Application
MSc in relevant discipline/wider public health component	D	Application
Proven Experience:		
Experience of working with others	E	Application
Experience of research data collection or working with client groups	E	Application/Interview
Understanding and experience of qualitative and quantitative research methods	E	Application and Interview
Delivering academic and service excellence:		
Dissemination/publications experience	D	Application and Interview
Ability to write to a good academic standard	E	Interview
Good level of attention to detail	D	Application
Managing self and inspiring others:		
Good time management and organisational skills	E	Application and Interview
Good public speaking skills	E	Application/Interview

Working together:		
Works well in a team	E	Application/Interview
Ability to lead others to complete a task	D	Application/Interview
IT skills to enhance online team working	D	Application/Interview
Works well with a diverse range of clients	E	Application/Interview
Organisational and stakeholder awareness:		
Awareness of research landscape and priorities	E	Application/Interview
Awareness and understanding of the needs of diverse communities and those living with multiple disadvantage.	E	Application/Interview

Essential Requirements are those, without which, a candidate would not be able to do the job. Applicants who have not clearly demonstrated in their application that they possess the essential requirements will normally be rejected at the shortlisting stage.

Desirable Requirements are those that would be useful for the post holder to possess and will be considered when more than one applicant meets the essential requirements.

Method of identification is where the selection panel will match the candidate's skills and abilities to the required criteria outlined (i.e. application form, interview, test)

UNIVERSITY OF CHESTER
TERMS & CONDITIONS OF EMPLOYMENT
FACULTY OF HEALTH, MEDICINE AND SOCIETY
DIVISION OF PUBLIC HEALTH, SPORT AND WELLBEING
SENIOR RESEARCH ASSISTANT
FIXED TERM CONTRACT FOR 9 MONTHS
22.5 HOURS PER WEEK
BASED AT CHESTER

SALARY SCALE

University Scale OS6, points 19 - 22, £28,778 - £31,236 per annum pro rata.

HOURS OF WORK

22.5 hours per week. Working pattern to be agreed.

HOLIDAY ENTITLEMENT

22 days per annum (in the annual leave year in which employment commences annual leave entitlement will accrue on a pro-rata basis for each completed calendar month of service), rising to 27 days after five years' continuous service. Two extra statutory days per annum during the Christmas period.

MEDICAL EXAMINATION

Successful candidates will be required to complete an Occupational Health questionnaire, and may be required to undergo a medical examination.

ESSENTIAL CERTIFICATES

Short-listed candidates will be asked to bring to interview, proof of qualifications as outlined on the Job Description and Person Specification provided. Upon appointment, copies of essential certificates will be required by Human Resources.

PENSION SCHEME

The University operates two pension schemes for support staff:

The default scheme is the Higher Education Defined Contribution Scheme (HEDCS), which is administered by Aviva.

The Cheshire Local Government Pension Scheme, to which the University is an admitted body.

All support staff are entitled to participate in one of these schemes. Some staff will be automatically enrolled into a scheme, depending on their age and earnings, but if they do not wish to remain a member of the scheme, they will be entitled to opt out after enrolment.

EQUAL OPPORTUNITIES

The University has a policy of equal opportunity aimed at treating all applicants for employment fairly.

SMOKING POLICY

The University operates a No-Smoking policy.

PROBATIONARY PERIOD

A nine months' probationary period applies to all University posts.