

SECTION A: THE ROLE	
Job Title:	Research Assistant
Institute/Service:	Health
Job Grade:	Grade 06
Job Family:	
Job Location:	Ambleside (other campuses can be negotiated)
Responsible To:	Professor Joy Duxbury
Responsible For:	N/A
Role Purpose:	
The post holder will support the delivery of an NIHR funded research grant called the Mental Health Leaders Award (MHLA) and related research, engagement, dissemination and administrative activities. The MHLA is aimed at building capacity and capability around applied mental health research at UoC to address inequalities with and for local communities and people. The post holder will work within the mental health team and its engagement with partners for the duration of this award.	

SECTION B: PRINCIPAL DUTIES/KEY OBJECTIVES	
1.	Conduct literature and database searches and reviews using standard techniques and methods.
2.	Actively participate as a member of the Mental Health Leaders Award, offering help and support on all aspects related to the award.
3.	Participate in internal and external partnerships and networks in order to aid the dissemination of research findings and to share best practice
4.	Support the preparation, co-ordination and writing of grant applications and in the conduct of research
5.	Prepare and present research relating to the Mental Health Leaders Award to internal and external audiences in publications including academic/professional journals and/or conferences and reports.
6.	Adopt a professional approach to work and work colleagues and an ability to work independently and show initiative.
7	Use the relevant IT packages, information systems and procedures, with an ability to adapt/transfer skills.

Additional Information:

You may on occasions and in line with operational needs:

- Be required to work different hours including at weekends/evenings.
- Be required to travel to other campuses and sites as necessary.

In addition to the duties listed here, you will be required to perform other duties which are assigned from time to time. However, such other duties will be reasonable in relation to the grade.

It is the University's intention that this role description is seen as a guide to the major areas and duties for which the post holder is accountable. However, the business will change and the post holder's obligations will vary and develop. The description should be seen as a guide and not as a permanent, definitive and exhaustive statement.

Our Values:

At the University of Cumbria, our values shape the way we work, our culture and environment.

We are PERSONAL

Individuals are at the heart of what we do, and our culture of belonging recognises and supports every person. As an institution, we have mutual respect for those we work with and for and we care about understanding each other's challenges and helping one another to thrive.

We are PROGRESSIVE

As a university we have a determination to deliver our mission, which keeps us open to opportunities in front of us. We encourage thoughtful and inspirational ideas, and we tackle problems proactively, with optimism, creativity and courage.

We are ENGAGED

As stewards of knowledge and place, it is our privilege to champion the region and advocate for the value of education. The University of Cumbria is welcoming to different perspectives, expertise and experiences and we are committed to building and nurturing strong links with our communities.

Providing an Inclusive Environment:

The University of Cumbria is committed to providing an inclusive environment, where staff, students and visitors are encouraged to be their true self, in order to enhance the individual and collective experience. As a university community, we share the social responsibility of enabling this inclusive environment by valuing, respecting and celebrating differences, to ensure that we generate a sense of understanding and belonging.

The university recognises that our differences are our strength, seeking and valuing different perspectives and ideas, in an environment that is without prejudice and bias.

We are committed to embracing our responsibility as a facilitator of change and continue to develop our equality agenda in line with and, where appropriate, beyond the Equality Act 2010. We do not tolerate discrimination, bullying or harassment in any form on the grounds of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, or sexual orientation.

Health & Safety Statement

All employees at the University of Cumbria are required to ensure that all duties and responsibilities are discharged in accordance with the University's Health and Safety at Work policy. They should take reasonable care for their own health and safety and that of others who may be affected by what they do or do not do. Employees should correctly use work items provided by the University, including personal protective equipment in accordance with training or instructions.

Criteria for Grade 6 Role Title: Research Assistant	Essential/ Desirable	To be identified by:
Qualifications		
Honours Degree (or equivalent) in health-related discipline or subject area.	Essential	Application Form
Postgraduate qualification / Higher Degree in a health-related area.	Essential	Application Form
Experience, Knowledge, Skills and Abilities		
Experience of developing research objectives and proposals for own or joint research and of conducting individual and collaborative research projects.	Essential	Supporting Statement/ Interview
Experience of doing literature searches and writing reports.	Essential	Supporting Statement/ Interview
Familiarity with relevant software to search for and analyse results such as Covidence, NVivo and SPSS.	Desirable	Supporting Statement/ Interview
Experience of building networks and partnerships for collaborative research and scholarship.	Essential	Supporting Statement/ Interview
Knowledge of a range of research methodologies with an emphasis on co-production.	Essential	Interview
Able to demonstrate a scholarly publication profile.	Desirable	Application Form
Ability to effectively organise and prioritise tasks and communicate effectively to a diverse range of people and in different modes.	Essential	Interview
Other		
Commitment to the Strategic Plan of the University especially in relation to equality of opportunity at work and a healthy and safe working environment.	Essential	Interview