

SECTION A: THE ROLE

Job Title:	Research Fellow
Institute/Service:	Institute of Health, research and knowledge exchange
Job Grade:	Grade 07
Job Location:	Fusehill Street Campus, Carlisle
Responsible To:	Elaine Bidmead, Senior Research Fellow
Responsible For:	N/A
Role Purpose:	
To undertake research and associated activities to deliver a realist economic evaluation of the Family wellbeing Partnership, West Cumbria, funded by the NIHR Three Schools Prevention Practice Evaluation Scheme.	

SECTION B: PRINCIPAL DUTIES/KEY OBJECTIVES

1.	To work collaboratively with the research team, external partners, stakeholders, and the public to support the development and delivery of the research project and provide expertise in children and families' social care.
2.	To assist in the coordination, management and follow-up of public advisory group and steering group meetings, events and workshops.
3.	To contribute to the co-development and formulation of data collection tools and procedures and initial programme theory development.
4.	To undertake data collection via literature reviews, realist interviews/focus groups, questionnaire and collection of extant data and information
5.	To undertake data handling, analysis and review
6.	To contribute to reporting, dissemination and knowledge mobilisation via reports, briefings, academic papers, presentations, blogs, meetings and events.

Additional Information:

In addition to the duties listed above, 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 and role profile set out below.

You will 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.

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.

PERSON SPECIFICATION		
Post Title: Research Fellow	Institute/Service: Institute of Health	
Criteria	Essential/ Desirable	To be identified by:
Qualifications Educated to PhD level or equivalent experience.	Essential	Application Form
Professional qualification or membership of professional body – depending on discipline.	Desirable	Application Form
Experience, Knowledge, Skills and Abilities Experience of researching or working in children and families' social care	Essential	Supporting Statement/Interview
Experience of using a range of qualitative and quantitative data collection/research methods and data analysis packages	Essential	Supporting Statement/Interview
Experience of undertaking literature reviews	Desirable	Application Form/Interview
Possession of excellent organisational, communication and interpersonal skills	Essential	Application Form/Interview
Experience of working collaboratively with research teams, external partners, stakeholders, and the public (i.e. public and patient involvement) to support the co-development and co-delivery of the research project.	Desirable	Supporting Statement/Interview
Organisation and time management skills to plan and organise activities and events alongside leading the development and delivery of complex projects.	Essential	Application Form/Interview
Ability to provide input into the development of service /work area policy, etc., including the identification and completion of funding applications	Essential	Supporting Statement/Interview
Record of academic peer reviewed publications in leading conferences and/or journals	Desirable	Application Form/Interview
Experience of explaining and presenting findings to academic and non-academic audiences	Desirable	Application Form/Interview
Knowledge of realist evaluation methods	Desirable	Supporting Statement/Interview
Other Commitment to the strategic plan and values of the University especially in relation to equality of opportunity at work and a healthy and safe working environment.	Essential	Interview

ROLE PROFILE for RESEARCH FELLOW

LEVEL 2	RESEARCH
1 Teaching and learning support	<ul style="list-style-type: none"> • Be involved in the assessment of student knowledge and supervision of projects. • Assist in the development of student research skills.
2 Research and scholarship	<ul style="list-style-type: none"> • Develop research objectives and proposals for own or joint research, with the assistance of a mentor if required. • Conduct individual and collaborative research projects. • Write up research work for publication. • Continually update knowledge and understanding in field or specialism. • Translate knowledge of advances in the subject area into research activity.
3 Communication	<ul style="list-style-type: none"> • Deal with routine communication using a range of media. • Communicate complex information, orally, in writing and electronically. • Preparing proposals and applications to external bodies, eg for funding and contractual purposes. • Communicate material of a specialist or highly technical nature.
4 Liaison and networking	<ul style="list-style-type: none"> • Liaise with colleagues and students. • Build internal contacts and participate in internal networks for the exchange of information and to form relationships for future collaboration. • Join external networks to share information and identify potential sources of funds.
5 Managing people	<ul style="list-style-type: none"> • Manage own research and administrative activities, with guidance if required.
6 Teamwork	<ul style="list-style-type: none"> • Work with colleagues on joint projects, as required • Collaborate with academic colleagues on areas of shared research interest. • Attend and contribute to relevant meetings.
7 Pastoral care	<ul style="list-style-type: none"> • Show consideration to others.
8 Initiative, problem-solving and decision-making	<ul style="list-style-type: none"> • Use new research techniques and methods. • Use initiative and creativity to identify areas for research, develop new research methods and extend the research portfolio. • Use creativity to analyse and interpret research data and draw conclusions on the outcomes. • Contribute to collaborative decision making with colleagues in areas of research.
9 Planning and managing resources	<ul style="list-style-type: none"> • Use research resources, laboratories and workshops as appropriate. • Plan and manage own research activity in collaboration with others.
10 Sensory, physical and emotional demands	<ul style="list-style-type: none"> • Sensory and physical demands will vary from relatively light to a high level depending on the discipline and the type of work • Carry out tasks that require the learning of certain skills. • Balance with help the competing pressures of research and administrative demands and deadlines.
11 Work environment	<ul style="list-style-type: none"> • Is required to be aware of the risks in the work environment and their potential impact on their own work and that of others.
12 Expertise	<ul style="list-style-type: none"> • Possess sufficient breadth or depth of specialist knowledge in the discipline and of research methods and techniques to work within established research programmes. • Engage in continuous professional development. • Understand equal opportunity issues as they may impact on areas of research content.