JOB DESCRIPTION

Job Title: Graduate Research Assistant

Department / Unit: Psychology

Grade: 6

Accountable to: Dr Marco Cinnirella

Purpose of the Post

The main responsibilities of the post are:

- To attend relevant industry and academic human factors and cyber security conferences both in the UK and overseas to deliver workshops, posters, and/or oral presentations relating to the project
- To liaise with potential and actual industrial sponsors in order to promote the research and discuss potential new projects
- To develop online resources promoting the overall project for the project website
- To manage the project’s social media presence (Twitter, web site, LinkedIn)
- To assist in aspects of new project design
- To assist with the design and implementation of qualitative (e.g. focus groups) and quantitative (e.g. attitude surveys) empirical data collection activities within organizations and on campus, some of which may require overseas travel
- To back up data collected each day as appropriate; to conduct data entry and data analysis tasks to contribute to the production of research reports
- Provide written input to project reports and guidelines, as appropriate
- Assist with the recruitment and supervision of undergraduate placement students who may be recruited to assist with the project work
- Plan own day to day research activity –using standard techniques
- The post will require strong communication skills for working closely with high level managers in industry, for presenting findings to industry and academic audiences, and for running qualitative data collection activities such as interviews and focus groups.
- Any other duties as required by the line manager or Head of Department that are commensurate with the grade.

Experience/skills required of the post-holder:

- The post-holder should possess or be working towards a PhD in social psychology
- It is essential that the successful applicant has experience of working in industry settings, as well as experience facilitating interviews and focus groups.
- The post holder will also be required to have knowledge of the academic literature on human factors in cyber security
- Knowledge of qualitative interview and focus group data collection techniques
- Experience with thematic analysis of qualitative data
- Experience designing, implementing and analyzing attitude surveys
- A high level of proficiency with the SPSS software package and the Qualtrics online survey platform.
- The post will also require excellent organizational and time-management skills and the ability to work efficiently and flexibly.
- The post will be based at Royal Holloway, however the post holder will be expected to travel to industrial sites for the purposes of data collection and dissemination of findings, as we to participate in conferences and workshops that may be off-site, either within the UK or overseas. All travel costs will be covered.

Other Duties

The duties listed are not exhaustive and may be varied from time to time as dictated by the changing needs of the College. The post holder will be expected to undertake other duties as appropriate and as requested by his/her manager.

The post holder may be required to work at any of the locations at which the business of Royal Holloway is conducted.