



JOB DESCRIPTION

Job Title:	Postdoctoral Research Assistant
Department / Unit:	Geography
Job type	Full time, Fixed Term - Professional Services
Grade:	RHUL 7
Accountable to:	Dr Laurie Parsons
Accountable for:	N/A
Purpose of the Post	
To be an active member of the department in delivering the research project " Oppressive Heat: Heat Stress, Debt Bondage and British Overseas Investment in Cambodian Construction " so that the overall research objectives of the project are met. The role holder will be expected to produce independent, original contributions to the subject area. The role holder will be expected to undertake and manage primary fieldwork overseas.	
Key Tasks	
<p><u>Field work data collection</u></p> <ul style="list-style-type: none"> • To design, develop and refine social scientific research tools, including field research and carry out analyses, critical evaluations, and interpretations using methodologies and other techniques appropriate to the project aims. • To plan and conduct substantive qualitative fieldwork research using quantitative and qualitative methodologies in Cambodia, as well as undertaking relevant secondary data collation and analysis. <p><u>Data analysis</u></p> <ul style="list-style-type: none"> • To analyse and illuminate data from across the project field sites, interpret data and reports, evaluate and interpret texts related to the thermal climate impacts in the global construction sector and beyond. <p><u>Writing and publication for academic audiences</u></p> <ul style="list-style-type: none"> • To write up research work for publication in (inter)disciplinary peer-reviewed academic journals and contribute to their dissemination at national/international conferences. 	

Building external stakeholder relationships and networks

- To coordinate relationships and events with research partners and external stakeholders to develop and deliver knowledge exchange towards impact.
- Present regular progress reports on research to members of the research group or to external audiences to disseminate and publicise research findings.

Impact and dissemination with non-academic audiences

- To plan and generate impact-focused material to reach and influence non-academic audiences.
- Liaise on a regular basis with colleagues and students and build contacts and participate in internal networks for the exchange of information and to form relationships for future collaboration. To contribute to RHUL's public engagement programme by establishing links with local community groups, industries etc.
- Join external networks to share information and ideas.

Administrative support

- To provide administrative support to the Principal Investigator and research team, as required, to deliver the Fellowship's core aims and objectives.
- To carry out routine administrative tasks associated with the research project/s to ensure that project/s are completed on time and within budget. These might include organisation of project meetings and documentation, financial control, risk assessment of research activities.

Other Duties

This job description reflects the present requirements of the post, and as duties and responsibilities change/develop, the job description will be reviewed and be subject to amendment in consultation with the post holder.

The post holder will carry out any other duties as are within the scope, spirit and purpose of the job as requested by the line manager or Head of Department/Division.

Subject to the regulations of the funding bodies appropriately qualified members of research staff may be expected to contribute to teaching or other departmental activities up to a limit specified by the Wellcome Trust.

The post holder will actively follow RHUL policies including Equal Opportunities policies and be expected to give consideration within their role as to how they can actively advance equality of opportunity and good relations between people who share a relevant protected characteristic and people who do not share it.

The post holder will maintain an awareness and observation of Fire and Health & Safety Regulations.

The post holder will carry out their duties in a resource efficient way and actively support RHUL's Sustainability policies and objectives within the remit of their role.

The successful candidate will need to meet RHUL's expectations of core behaviours.

ROYAL HOLLOWAY
University of London

PERSON SPECIFICATION FORM

Job Title: Postdoctoral Research Assistant

	Essential	Desirable
Knowledge, Education, Qualifications and Training		
PhD in relevant subject area (or near completion of)	X	
Proven knowledge of research techniques and methodologies relevant to understanding climate change impacts	X	
Demonstrable comprehensive knowledge in the subject area	X	
Experience of conducting primary fieldwork	X	
Experience of working in the global South		X
Skills and/or Abilities		
Excellent communication skills	X	
Proven ability to analyse and write up data	X	
Ability to present complex information effectively to a range of audiences	X	
Experience		
Evidence of a publication record in good quality publications		X
Evidence of contributing to research bids		X
Practical experience of applying specialist skills and techniques required for the role		X