

JOB DESCRIPTION

Job Title:	Postdoctoral Research Associate (13th-14th century focus)
Department / Unit:	Department of History
Job type	Full Time, Fixed term, Professional Services
Grade:	RHUL 7
Accountable to:	Dr Matthew Smith
Accountable for:	None
Purpose of the Post	
<p>Inclusive Histories is a collaborative research and schools engagement project aiming to support the more inclusive teaching of British political history and the story of the struggle for rights and representation as set out in the AQA Thematic GCSE specification, <i>Britain: Power and the People: c1170 to the present day</i>. As Research Associate you will play a key role in researching stories in this struggle that foreground the voice, experience and agency of traditionally marginalised groups. Key topics include King John and Magna Carta, Simon de Montfort and the origins of Parliament, and the Peasants' Revolt. This research will be undertaken at The London Archives and at other major London-based archives, where you will be based up to four days per week.</p>	
Key Tasks	
<ul style="list-style-type: none"> • Reviewing the latest literature relevant to your topics and, under the direction of the Project Lead and Project Co-Leads, liaising with project partner experts to help identify promising avenues of research in the collections of The London Archives and at other London-based archives. • Researching stories which foreground the voice, experience and agency of traditionally marginalised groups in the struggle for rights and representation linked to the medieval topics outlined above from the <i>Power and the People</i> specification. • Mentoring and supporting up to three community researchers undertaking complementary research projects. • Organising, under the guidance and at the discretion of a project partner, a half-day participatory research workshop for up to 12 members of the public to support the project's goals. 	

- Maintaining a record of your research activities and findings, for which training will be provided.

From this research you will contribute to the following:

- Project website blog - approximately 10x c.800-word blogs detailing your findings and or case studies from your research.
- Project website primary sources compendium - as you discover useful sources you will send these and selected quotes to the Project Officer, accompanied by your analysis of their significance, to be added to the website.
- The writing, submission and revision of manuscripts to be submitted for publication in appropriate peer-reviewed journals, collaborating with other RAs and the wider project team.

All RAs will also be asked to:

- Present videos based on their research (optional).
- Contribute to the preparation and presentation of your research findings at project meetings, teacher CPD days, and conferences.
- Carry out any other duties as are within the scope, spirit and purpose of the job as requested by the Project Lead.

Duties and responsibilities may be amended by the Project Lead as necessary, in consultation with the post-holder.

Other Duties

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

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

Internal and external relationships

The following list is not exhaustive, but the post holder will be required to liaise with: the project team (including the Project Lead, Project Co-Leads, the Project Officer, other Research Associates, and nominated staff at project partner organisations), consultant teachers, and other Royal Holloway academic and professional service staff.

PERSON SPECIFICATION

Details on the qualifications, experience, skills, knowledge and abilities that are needed to fulfil this role are set out below.

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	Essential	Desirable	Tested by Application Form/Interview/Test
Knowledge, Education, Qualifications and Training			
Degree in relevant subject area	X		<i>Application form/ interview</i>
PhD in relevant subject area	X		<i>Application form/ interview</i>
Knowledge of archival research techniques	X		<i>Application form/ interview</i>
Knowledge of Medieval Latin and palaeography	X		<i>Application form/ interview</i>
Skills and Abilities			
Excellent research skills, including search and synthesis	X		<i>Application form/ interview</i>
Proven ability to analyse and write up findings	X		<i>Application form/ interview</i>
Ability to factor Equality, Diversity and Inclusion principles into research practice	X		<i>Application form/ interview</i>
Ability to present complex information effectively to a non-academic audience	X		<i>Application form/ interview</i>
Ability to write reports and papers accurately and clearly	X		<i>Application form/ interview</i>
Excellent communication skills	X		<i>Application form/ interview</i>
Excellent attention to detail, including meeting deadlines	X		<i>Application form/ interview</i>
Ability to work independently and proactively	X		<i>Application form/ interview</i>
Confidence with the Microsoft Word and Teams	X		<i>Application form/ interview</i>
Experience			
Experience of working in a research environment	X		<i>Application form/ interview</i>
Experience of working with 13th and 14th century archival documents		X	<i>Application form/ interview</i>

Experience of presenting research to non-academic audiences		X	<i>Application form/ interview</i>
Experience of coordinating community-focused participatory research		X	<i>Application form/ interview</i>
Experience of hybrid working		X	<i>Application form/ interview</i>