

Job Description

Job Title:	Research Assistant - Psychology, DClinPsy
Faculty/Department:	Psychology, DClinPsy – Faculty of Science
Job type:	Professional Services
Grade:	6
Accountable to:	Director of the DClinPsy Course
Accountable for:	N/A
Purpose of the Post	
To undertake research support related to the DClinPsy. The post holder will co-design and conduct research evaluations and audits to support the development of clinical training innovations related to; clinician recruitment, clinical supervision, curriculum design, teaching delivery, assessment of clinical, academic and research competences, equality, diversity and inclusion. The post holder will be required (under supervision) to; undertake the design and running of research and evaluations, set up stakeholder meetings, organise participant recruitment, recording and analysing data, searching relevant literature and writing up results. The post holder will prepare reports and papers regarding innovation outcomes and the quality of course delivery as required by the DClinPsy NHS Partners & Commissioners – Department of Health / North London Foundation Trust.	
Key Tasks	
To be jointly responsible for setting up and running research and audits, which will be appropriately supervised and supported by the DClinPsy team. • Research will require advance planning and design development. • Small scale pilot evaluations may need to be run that can establish the viability of the planned research. • Search, review and analysis of the existing evidence base related to the research area. • Analysis of existing data sets/materials related to innovation. • Organisation of stakeholder meetings and events • Participant recruitment and data collection from the staff, student and client populations. To maintain a permanent record of research details, to analyse and archive data generated from experiments and write up the results. • Data will need to be analysed to generate results. • The results will need to be interpreted in the context of the relevant literature.	

To contribute to the preparation and presentation of findings of research activity to colleagues and at scientific meetings.

- Results will be disseminated in scientific meetings (conference abstracts will need to be written and submitted from time to time).
- The post-holder will have an opportunity to present findings at scientific meetings.

To contribute to writing, submission and revision of manuscripts to be submitted to commissioners or published in appropriate peer-reviewed journals, collaborating with others as necessary.

- Results and interpretation will be documented in papers that will be prepared for submission to scientific journals for peer-review and publication.

To contribute to the overall activities of the research team and the department as appropriate.

To carry out any other duties as are within the scope, spirit and purpose of the job as requested by the Course Director.

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

To undergo continued personal professional development

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.

Our Values

Advancing equity and inclusion is central to our identity as a University of Social Purpose, guided by our values of being Respectful, Innovative, Open, and Daring. We strive to build a fair and inclusive environment for all colleagues and students, where we challenge ourselves and others with integrity, and approach difference with understanding and kindness. Every member of our community is expected to treat others with dignity, work collaboratively across a wide range of backgrounds and perspectives, and contribute to a place where everyone can participate fully and feel valued.

Person Specification

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

Job Title: Research Assistant

Department: Psychology, DClinPsy

Criteria	Essential	Desirable
Knowledge, Education, Qualifications and Training		
Degree in Psychology	X	
MSc in relevant subject area		X
Knowledge of research techniques	X	
Skills and Abilities		
Basic research skills	X	
Training in quantitative and qualitative research methods	X	
Proven ability to analyse and write up data	X	
Ability to present complex information effectively to a range of audiences	X	
Ability to write complex reports and papers accurately and clearly	X	
Excellent communication and teamworking skills	X	
Computer literate in Microsoft Word, Excel and PowerPoint & Teams	X	
Web design skills		X
Skills in supporting networks - setting up network meetings on and offline	X	
Experience		
Experience of working in a research environment		X
Research experience complementary to the project	X	
Experience of interdisciplinary working		X
Experience of working in the higher education sector		X
Experience of research collaboration and team working	X	