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**Faculty of Science and Health**

**School of Sport, Health and Exercise Science**

**Research Fellow in Breast Biomechanics**

**ZZ006672-1**

**Information for Candidates**

**THE POST**

Please see the attached job description and person specification.

**TERMS OF APPOINTMENT**

Full-time

Fixed term

Salary is in the range from £36,382 to £39,739 and progress to the top of the scale is by annual increments payable on 1 September each year. Salary is paid into a bank or building society monthly in arrears.

Working hours are normally from 8.30 a.m. to 5.15 p.m. Monday to Thursday and 8.30 a.m. to 4.15 p.m. Friday with one hour and ten minutes for lunch. As this post is research based, working hours will vary depending on the needs of the project so a flexible approach is required. Specific working hours will be agreed once an appointment has been made. Overtime is not normally payable but time off in lieu may be given.

Annual leave entitlement is 35 working days in a full leave year. The leave year commences on 1 October and staff starting and leaving during that period accrue leave on a pro-rata basis. In addition, the University is normally closed from Christmas Eve until New Year’s Day inclusive and on bank holidays.

The Appointee will be entitled to join the Local Government Pension Scheme. The scheme's provisions include a final salary based, index-linked pension with an option to exchange some pension for a lump sum on retirement together with dependants’ benefits. Contributions by the employee are subject to tax relief.

There is a probationary period of six months during which new staff are expected to demonstrate their suitability for the post.

It is a condition of the appointment for the proper performance of the duties of the post that the appointee will take up residence at a location such that they are able to fulfil the full range of their contractual duties. This residential requirement will be expected to be fulfilled within twelve months of taking up the appointment. The University has a scheme of financial assistance towards the cost of relocation.

There is a comprehensive sickness and maternity benefits scheme.

**All interview applicants will be required to bring their passport or full birth certificate and any other 'Right to Work' information to interview where it will be copied and verified.** The successful applicant will not be able to start work until their right to work documentation has been verified.

Please note if you are the successful candidate once the verbal offer of employment has been made and accepted, references will be immediately requested. It is the University’s policy that all employment covering the past three years is referenced. A minimum of two references is required to cover this three-year period of employment or study (where there has been no employment). One of your referees must be your current or most recent employer.

The successful candidate will need to bring documentary evidence of their qualifications to Human Resources on taking up their appointment.

If the position has a requirement for Disclosure and Barring Service check (DBS) or Non-Police Personnel Vetting (NPPV), this will be stated in the advert. Further information will be provided once the selection process has been completed.

All applications must be submitted by 23:59 (UK time) on the closing date published.



**UNIVERSITY OF PORTSMOUTH – RECRUITMENT PAPERWORK**

1. **JOB DESCRIPTION**

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| **Job Title:** | Research Fellow in Breast Biomechanics |
| **Grade:** | 7 |
| **Faculty/Centre:** | Faculty of Science and Health |
| **Department/Service:****Location:** | School of Sport, Health and Exercise ScienceSpinnaker Building |
| **Position Reference No:** | ZZ006672-1 |
| **Cost Centre:** | 14837 |
| **Responsible to:** | Head of School/Principal Investigator |
| **Responsible for:** | N/A |
| **Effective date of job description:** | November 2021 |

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| **Purpose of Job:**  |
| To successfully manage a research project and related activities of their own or on behalf of the Research Leader. Liaising and networking with funding bodies and other relevant professionals, developing, analysing, interpreting research data. Writing papers for research journals and material for publications contributing to the growing research culture in the School of Sport, Health and Exercise Science.The role is based within the Research Group in Breast Health in the School of Sport, Health and Exercise Science at the University of Portsmouth (<https://www.port.ac.uk/research/research-centres-and-groups/research-group-in-breast-health>). The Research Group in Breast Health are internationally renowned for research on the biomechanics of the breast. The group are responsible for over half of the scientific publications in this area and regularly present work nationally and internationally. The Research Group is well known with millions of media mentions worldwide and commercial collaborations with many of the major lingerie, sports bra and sporting apparel manufacturers around the world.This project itself involves research and testing work with a major industry partner that have sponsored projects within the Research Group for 10 years. This programme of research is a continuation of a longer term project investigating biomechanical methods for developing and assessing sports bras. This partnership has led to product development, validation and launch, offering researchers the opportunity to undertake applied research that informs product development and ultimately results in products that are sold on the UK High Street (and around the world).  |

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| **Key Responsibilities:** |
| 1. To manage and be responsible for the completion of the research project (either own or on behalf of the Principal Investigator), ensuring that the aims and objectives are met
2. To present research project findings to a variety of stakeholders and to write papers for research journals and materials for publication
3. To develop or expand appropriate methods to investigate unique questions within an applied research setting
4. To present research project findings to a variety of stakeholders and to write papers for research journals and materials for publication
5. To recruit female participants, collect and analyse data, and present results to address original questions
6. To maintain regular communication with the funder
7. To contribute to activities within the Research Group in Breast Health and the School of Sport, Health and Exercise Science, this may include teaching opportunities and other administrative roles deemed appropriate

**Line Management Responsibilities**1. Assignment of tasks to best deliver the project in a timely fashion
2. To liaise with the Principal investigator, to ensure the efficient operation of the Breast research team
3. Investigate performance, disciplinary and grievance matters when necessary following University procedures
4. Conduct recruitment, induction and training of staff
5. Deputise for the Principal Investigator where appropriate
6. Represent the (School/Research team) at meetings where appropriate

**Additional expectations of the role holder**1. To communicate with team members and liaise and network with relevant other professional bodies, to influence events
2. To lead team meetings when required providing relevant and timely information, in order to aid decision making
3. Can assist with supervising a Research Student/Assistant
4. Can deliver introductory workshops to students on topics such as research methods and biomechanics
5. To analyse research data and develop new evaluation methods, select existing methodologies determining when they should be applied
6. To participate in and contribute to a performance & development review (PDR), ensuring that work produced is in line with the Department/Faculty/University aims
7. In line with the research project aims and objectives, the role holder is required to plan, prioritise and organise their own workload, occasionally managing the progress of the project
8. To solve problems that occur applying knowledge of subject area
9. Provide information, appropriate to the role, to relevant stakeholders
10. To comply with the University's Health and Safety Policy and pay due care to own safety and the safety of others. Report all accidents, near misses and unsafe circumstances to line management
11. To support the University's commitment to equality, diversity, respect and dignity, creating an environment in which individuals will be treated on the basis of their merits, abilities and potential, regardless of gender, racial or national origin, disability, religion or belief, sexual orientation, age or family circumstances
12. Any other duties commensurate with grade as required by the Principal Investigator or Head of School
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| **Working Relationships:** |
| * Managed by a senior academic or Principal Investigator (Professor Joanna Wakefield-Scurr)
* Networking with other researchers in the Research Group and with research collaborators possibly external to the University
* Liaising with research colleagues and support/technical staff on day-to-day issues
* Managing research students/assistants/associates operating in the same laboratory/department
* Liaising with the research sponsor and any third parties deemed appropriate by the manager or sponsor
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1. **PERSON SPECIFICATION**

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| **No** | **Attributes** | **Rating** | **Source** |
| **1.** | **Specific Knowledge & Experience** |  |  |
|  | Ongoing research experience within biomechanics or related field | E | AF, S |
|  | In-depth understanding of biomechanical, engineering and physics principles | E | AF, S |
|  | Strong data collection and analysis knowledge | E | AF, S |
|  | Experience of working with data sets | E | AF, S |
|  | Publication/presentation outputs | E | AF, S |
|  | Experience of writing research funding applications | E | AF, S |
|  | Previous experience of successfully managing a research project through to completion | D | AF, S |
|  | Previous experience of managing staff | D | AF, S |
| **2.** | **Skills & Abilities** |  |  |
|  | Ability to predict and solve problems when they occur | E | AF, S |
|  | Ability to plan, organise and prioritise workloads | E | AF, S |
|  | Good communication and interpersonal skills | E | AF, S |
|  | Good report writing skills | E | AF, S |
|  | Statistical data analysis skills | E | AF, S |
|  | Excellent presentation skills | E | AF, S |
|  | Project management skills | D | AF, S |
| **3.**  | **Qualifications, Education & Training** |  |  |
|  | Completed PhD in relevant subject or equivalent professional experience | E | AF, S |
| **4.** | **Other Requirements** |  |  |
|  | Ability to motivate and engage others in research | E | AF, S |
|  | Ability to work on own initiative and as part of a team | E | AF, S |
|  | Ability to work to tight deadlines | E | AF, S |
|  | Creative, highly motivated and committed to undertaking research | E | AF, S |

**Legend**

Rating of attribute: E = Essential; D = Desirable

Source of evidence: AF = Application Form; S = Selection Programme (Including Interview, Test, Presentation)

**JOB HAZARD IDENTIFICATION FORM**

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| **Please tick box(s) if any of the below are likely to be encountered in this role. This is in order to identify potential job related hazards and minimise associated health effects as far as possible. Please use the** [**Job Hazard Information**](http://www.port.ac.uk/departments/services/humanresources/recruitmentandselection/informationforrecruiters/essentialinformationandformsforrecruiters/) **document in order to do this.**  |
| 1. International travel/Fieldwork  | X | 13. Substances to which COSHH regulations apply (including microorganisms, animal allergens, wood dust, chemicals, skin sensitizers and irritants, welding fume)  |  |
| 2. Manual Handling (of loads/people)  |  | 14. Working at height |  |
| 3. Human tissue/body fluids (e.g. Healthcare settings, First Aiders, Nursery workers, Laboratory workers) |  | 15. Working with sewage, drains, river or canal water  |  |
| 4. Genetically modified Organisms  |  | 16. Confined spaces |  |
| 5. Noise > 80 DbA  |  | 17. Vibrating tools  |  |
| 6. Night Working (between 2200 hrs and 0600 hrs) |  | 18. Diving |  |
| 7. Display screen equipment | X | 19. Compressed gases |  |
| 8. Repetitive tasks (e.g. pipette use, etc)  |  | 20. Small print/colour coding |  |
| 9. Ionising radiation/non-ionising radiation/lasers/UV radiation  | 21. Soil/bio-aerosols |  |
| 10. Asbestos and/or lead  | 22. Nanomaterials  |
| 11. Driving on University business: mini-bus (over 9 seats), van, bus, forklift truck, drones only)  | 23. Workplace stressors (e.g. workload, relationships, job role, etc.)  |
| 12. Food handling  | 24. Other (please specify)  |

**Completed by Line Manager/Supervisor:**

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| **Name (block capitals)** | JOANNA WAKEFIELD-SCURR |
| **Date** | 11/11/2021 |
| **Extension number** | 5161 |

Managers should use this form and the information contained in it during induction of new staff to identify any training needs or requirement for referral to Occupational Health (OH). Should any of this associated information be unavailable please contact OH (Tel: 023 9284 3187) so that appropriate advice can be given.