



**Faculty of Science**

**School of Health Sciences and Social Work**

**Senior Research Associate**

**ZZ004298**

**Information for Candidates**

**THE POST**

Please see the attached job description and person specification.

**TERMS OF APPOINTMENT**

**Fixed-term contract to 01 January 2019**

**Part-time (7.4 hours per week)**

Salary is in the range £5,959 - £6,703 per annum (£29,799 - £33,518 per annum x 0.20 fte)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 7.4 per week and are usually worked between 8.30 am and 5.15 pm Monday to Thursday and between 8.30 am and 4.15 pm on 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. If you work less than 37 hours per week, your leave will be calculated on a pro-rata basis. 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.

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 mustbeyour 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.

To comply with UKVI legislation, non-EEA candidates are only eligible to apply for this post if it has been advertised for a total of 28 days.

If the position has a requirement for Disclosure and Barring Service check (DBS), this will be stated in the advert. The DBS Application Form will be provided once the selection process has been completed.

All applications must be submitted by Midnight (GMT) on the closing date published.

**UNIVERSITY OF PORTSMOUTH – RECRUITMENT PAPERWORK**

1. **JOB DESCRIPTION**

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| **Job Title:** | Senior Research Associate |
| **Grade:** | 6 |
| **Faculty/Centre:** | Science Faculty/Centre for European and International Studies (CEISR) |
| **Department/Service:**  **Location:** | School of Health Sciences and Social Work  James Watson Hall (West) |
| **Position Reference No:** | ZZ004298 |
| **Cost Centre:** | 10878 |
| **Responsible to:** | *Dr. Annabel Tremlett* |
| **Responsible for:** | *No roles supervised* |
| **Effective date of job description:** | January 2018 |

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| **Purpose of Job**: |
| Working autonomously with instruction from the research leader ultimately responsible for the project, (or group of studies), to carry out research analysing data, developing new evaluation methods and determining how best to apply them. Responsible for regularly managing elements of the project in line with the project terms of reference.  *The research project involves:*  This research position is affiliated to the British Academy/Leverhulme funded project ‘Visual representations of Roma people: moving beyond stereotypes’ (SG162343).  The over-arching aim of this project is to utilise and advance academic knowledge on the portrayal of frequently marginalised communities and associated processes in order to challenge and change practices that keep negative visual representations in circulation.  The project has a specific focus on Roma (sometimes referred to as ‘Gypsy’) communities. Roma people are the largest and most stigmatized minority in Europe. They continually under perform in country-specific economic and social indicators, with discrimination having a major impact on their continued social exclusion (FRA 2012). Negative visual representations are an inherent part of a discriminatory culture. Whilst we can be said to know what stereotypical images of Roma look like, this does not mean that the direct opposite is therefore ‘non-stereotypical’. Moving away from stereotypes is not an oppositional process. As Paul Gilroy says, anti-racist movements often fail as they use “narrow categories” that mirror the reductionist categories used by racist ideologies themselves (Gilroy 2002: 249). The co-investigators in this project have collectively over 2,000 images produced during everyday research with Roma people. Combining their data and knowledge provides a unique opportunity to create a deeper understanding of alternative ‘non-stereotypical’ images in order to challenge biased and damaging representation and racism.  The project’s objectives are as follows:  Objective (i), empirically: to advance methodological innovation of the ways to create and utilise visual data from qualitative fieldwork in order to challenge stereotypical and negativerepresentations of minority groups in the public sphere.  Objective (ii), analytically, practically: to undertake in-depth analysis of visual data and produce a typology of portrayals useful for researchers and practitioners, focused on defining an axis of ‘stereotypical vs. non-stereotypical’. Such a typology should not be seen as static but one that will change according to political environment and the lived experience of the minority group.  Objective (iii), theoretically: to progress our knowledge of how to produce theoretically informed visual data with/about minority groups and how such images can challenge racism and damaging portrayals in the public sphere.  The research associate would become a part of our team, providing the project with specific skills in the analysis of photographic images. The researcher is expected to undertake extensive analysis of the existing images held by the co-investigators and potentially from other sources. With supervision and co-working the project team will collaborate to produce findings on what might constitute ‘non-stereotypical’ images of Roma. The findings will be presented by the research team at an academic conference; an exhibition at a cultural centre; and in a training workshop with academic and non-academic stakeholders.  This research is vital and timely in showing how academic research on 'the everyday' can challenge racist representations. The project results will serve as a resource for researchers of minority groups and a range of publics including journalists, policy-makers, advertisers and charities. |

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| **Key Responsibilities:** |
| 1. To participate as a member of the research team with the main function of analysing photographs and collaborating on the research project’s outputs. 2. To participate in the presentation of research project findings to a variety of stakeholders and to collaborate in writing research papers for publication.   **Additional expectations of the role holder**   1. In line with the research project aims and objectives, the role holder is required to plan, prioritise and organise their own workload, regularly managing the progress of elements of the research project 2. To communicate with team members and liaise and network with relevant others, ensuring effective working relations 3. To attend team meetings when required providing relevant and timely information, in order to aid decision making 4. To solve problems that may occur during the length of the research project using guidelines or a set of procedures 5. To analyse research data and develop new evaluation methods. On occasions may select existing methodologies determining when they should be applied 6. Can assist with supervising a research student/assistant/associate 7. Can deliver introductory workshops to students on topics such as research methods 8. To participate in and contribute to a performance & development review (PDR), ensuring that work produced is in line with the Department/Faculty/University aims 9. 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 10. Any other duties as required by the Principal Investigator/Head of Department |
| **Working Relationships:** |
| 1. Managed by the Principal Investigator Dr Annabel Tremlett at the University of Portsmouth and Co-Investigator John Oates from the Open University. 2. Liaising with research colleagues and support/technical staff on day-to-day issues. 3. Networking with other researchers as necessary – attending seminars and conferences as well as presenting findings. 4. Liaising with non-academic collaborators, e.g. cultural centres, photographic agencies. |

1. **PERSON SPECIFICATION**

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| **No** | **Attributes** | **Rating** | **Source** |
| **1.** | **Specific Knowledge & Experience** |  |  |
|  | Research experience of collecting qualitative data including visual images. | E | AF,S |
|  | Experience in analysing photographs/other images with the ability to recognise and interpret trends or patterns in the data. | E | AF,S |
|  | Experience of using analytical software, e.g. NVivo 11. | E | AF,S |
|  | Ongoing research experience in understanding the lived experiences of minority or marginalised groups and the frequent disjunction between lived realities and public representations. | D | AF,S |
|  | Experience in putting on exhibitions and networking with a range of academic and non-academic stakeholders. | 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 |
|  | Presentation skills | E | AF,S |
|  | Project Management skills | D | AF,S |
| **3.** | **Qualifications, Education & Training** |  |  |
|  | Postgraduate qualification in visual sociology, visual cultures or similar relevant experience | E | AF |
|  | Completed PhD in relevant subject or relevant professional experience | D | AF |
| **4.** | **Other Requirements** |  |  |
|  | Ability to work with minimum supervision | E | AF,S |
|  | Ability to work on own initiative and as part of a team | E | AF,S |
|  | Creative, highly motivated and committed to undertaking research | E | AF,S |
|  | Ability to work to tight deadlines | E | AF,S |

**Legend**

Rating of attribute: E = essential; D = desirable

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

**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 | ✔✔ | 13. Substances to which COSHH regulations apply (including microorganisms, animal allergens, wood dust, chemicals, skin sensitizers and irritants) |  |
| 1. Manual Handling (of loads/people) |  | 14. Working at height |  |
| 1. Human tissue/body fluids (e.g. Healthcare workers, First Aiders, Nursery workers, Laboratory workers) |  | 15. Working with sewage, drains, river or canal water |  |
| 1. Genetically modified Organisms |  | 16. Confined spaces |  |
| 1. Noise > 80 DbA |  | 17. Vibrating tools |  |
| 1. Night Working   (between 2200 hrs and 0600 hrs) |  | 18. Diving |  |
| 1. Display screen equipment (including lone working) | ✔✔ | 19. Compressed gases |  |
| 1. Repetitive tasks (e.g. pipette use, book sensitization etc) |  | 20. Small print/colour coding |  |
| 1. Ionising radiation/ non-ionising radiation/lasers/UV radiation | | 21. Contaminated soil/bioaerosols |  |
| 10. Asbestos and lead | | 22. Nanomaterials | |
| 11. Driving on University business (mini-bus, van, bus, forklift truck etc) | | 23. Stress | |
| 12. Food handling | | 24. Other (please specify) | |

**Completed by Line Manager/Supervisor:**

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| **Name (block capitals)** | ANNABEL TREMLETT |
| **Date** | September 8th 2017 |
| **Extension number** | 2839 (Annabel.tremlett@port.ac.uk) |

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.