



**Faculty of Humanities and Social Sciences**

**School of Languages and Area Studies**

**Senior Research Associate in Second Language Sciences**

**ZZ004163**

**Information for Candidates**

**THE POST**

Please see the attached job description and person specification.

**TERMS OF APPOINTMENT**

**Fixed-term from 01 January 2018 to 31 December 2020**

Salary is in the range from £29,799 to £33,518 per annum 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 37 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. 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:** | Humanities and Social Sciences  |
| **Department/Service:****Location:** | SLAS Park Building |
| **Position Reference No:** | ZZ004163 |
| **Cost Centre:** | 43015 |
| **Responsible to:** | Head of Department  |
| **Responsible for:** | N/A |
| **Effective date of job description:** | January 2018 |

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| **Context of Job:** |
| The School of Languages and Area Studies (SLAS) is one of the largest departments in the UK for languages, communication, and international studies. SLAS delivers a wide range of taught programmes, conducts world-class research, and undertakes consultancy and knowledge exchange. The School will be launching a new Centre for Research and Innovation in Language Sciences in 2018. |

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| **Purpose of Job:**  |
| To conduct cutting edge research concerning the pivotal role of input and output in second language acquisition using online (i.e. eye-tracking, self-pace reading and listening) tasks, and measuring the effect of specific variables on online interpretation tasks, as well as analysing second-language elicited production. The assist in setting up a new Psycholinguistic research Lab.To undertake teaching/training for staff and students principally on Second Language Sciences methods of research with contributions to other courses/training programmes for the new Centre. To provide support for the Director of the new Centre for Research and Innovation in Language Sciences at the University of Portsmouth.  |

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| **Key Responsibilities:** |
| **Team Specific*** To assist in setting up new Psycholinguistic research lab
* To conduct experimental research in the field under the supervision of the Head and new

 Director* To apply for research grants
* To plan and deliver a range of teaching and training activities for students and staff
* To contribute to outreach activities for local and global communities
* To teach across a range of courses in Second Language Sciences, and supervise dissertations

**Generic*** Good-quality publications in areas of research relevant to the new Centre
* To contribute to projects and proposals, commensurate with the strategic objectives for REF 2021
* To identify sources of funding and secure funding for the new Centre
* To participate in collaborative research projects as appropriate
* To assist in the administration and management of the Centre

**Managing Self*** To be responsible for maintaining own continuous professional development (CPD)
* To work to deadlines and project plans
* To respond to enquiries in a timely and effective manner

**Core Requirements*** To adhere to and to promote the University’s Equality and Diversity policies
* To ensure compliance with Health & Safety regulations

**Additional Requirements**Any other duties commensurate with the post and grade as agreed with the Head of Department and the Director of the Centre  |

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| **Working Relationships:** |
| Head of SchoolDirector of the new Centre Associate Dean (R&I)Associate Head (R&I)Course TeamsSchool Support Staff, including Online Course DevelopersFaculty Placement Manager Online Course Develops & Technical Support Staff |

1. **PERSON SPECIFICATION**

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| **No** | **Attributes** | **Rating** | **Source** |
| **1.** | **Specific Knowledge & Experience** |  |  |
|  | Excellent knowledge of Psycholinguistics methods for research | E | AF/S |
|  | Good track record in Research high quality publication  | E  | AF/S |
|  | Good track record in securing successful research and innovation grants | E | AF/S |
|  | Experience in developing enterprise activities  | E | AF/S |
|  | Good knowledge and understanding of technology enhanced-learning | E | AF/S |
| **2.** | **Skills & Abilities** |  |  |
|  | Excellent oral, written and presentation skills | E | AF/S |
|  | Ability to influence, persuade and present | E | AF/S |
|  | Ability to chair meetings effectively | E | AF/S |
|  | Ability to set and monitor tasks for others | E | AF/S |
|  | Liaison and networking skills | E | AF/S |
|  | Effective team-working skills | E | AF/S |
|  | Excellent IT skills | E | AF/S |
|  | Ability to lead and motivate colleagues  | E | AF/S |
|  | Ability to work in a multicultural/international environment | E | AF/S |
| **3.**  | **Qualifications, Education & Training** |  |  |
|  | Relevant first degree | E | AF/S |
|  | Relevant Masters degree | E | AF/S |
|  | PhD in relevant area | E | AF/S |
| **4.** | **Other Requirements** |  |  |
|  | Commitment to working in a collegial, consultative and supportive way with colleagues | E | AF/S |
|  | Commitment to excellence in supporting and enhancing student learning and achievement.  | E | AF/S |

**Legend**

Rating of attribute: E = essential; D = desirable

Source of evidence: AF = Application Form; S = Selection Programme (including Interview, 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/occupationalhealthservice/jobhazardinformation/filetodownload%2C164407%2Cen.doc) **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)  |  |
| 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
 | x | 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/bio-aerosols |  |
| 10. Asbestos and lead  | 22. Nanomaterials  |
| 11. Driving on University business (mini-bus, van, bus, forklift truck etc)  | 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)** | Alessandro Benati |
| **Date** | July 2017 |
| **Extension number** | 6050 |

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.