



UNIVERSITY OF
LINCOLN

UNIVERSITY OF LINCOLN JOB DESCRIPTION

JOB TITLE	Postdoctoral Research Fellow				
DEPARTMENT	History and Heritage / Film and Media				
LOCATION	Brayford Pool				
JOB NUMBER	COA284	GRADE	7	DATE	28 August 2018
REPORTS TO	Stephanie Hemelryk Donald				

CONTEXT

This two year position has been created to support the research activities of the recently appointed distinguished professor of film (Hemelryk Donald), and to thereby contribute to the overall research environment in the College of Arts. Professor Donald is currently Interim Head of History and Heritage but is simultaneously located in Film and Media. She also works collaboratively with colleagues across Performing Arts, English and Journalism, and with the Centre for Culture and Creativity, headed by Sukhy Johal MBE. The postdoctoral Research Fellowship will serve the expanding research agenda of the College and disciplines through this collaborative support role, as well as through new and ongoing project-based research activity and outputs. The successful candidate will show track record in a combination of all or some of the following research areas: Chinese visual arts and film; childhood and cinema; forced migration, migration, refugee studies, and the creative arts. Previous experience of grant writing, and / or Chinese language skills may be an advantage but are not a necessity, depending on the area of expertise.

JOB PURPOSE

The Research Fellow is responsible for conducting research and attendant duties as directed by the distinguished professor, and is expected to operate with a significant degree of autonomy. S/he will be tasked with the preparation of grant applications, liaison with research support staff in the University, and with other duties that enable research productivity for the professor and other members of the team. Research projects under development involve collaboration with colleagues in Hong Kong, Australia, elsewhere in the UK, and Europe. The Research Fellow will therefore have strong skills in communication and a good sense of internationalisation and its benefits in order to make the most of these collaborations for the College and the project(s). In the event of success in grant applications across the period of employment, the post-holder may be required to help supervise the work of more junior researchers. Although this is not a teaching position and teaching relief is not required, the Fellow will be asked to give occasional guest seminars and lectures. This is in part to build connections with colleagues and students, and in part to develop the skills and employability of the post-holder.

KEY RESPONSIBILITIES

Literature Surveys
Undertake literature surveys and other investigations of the disciplines and research areas, and prepare reports as required.
Programme of Research
Co-design and pursue a programme of collaborative research under the direction of the Principal Investigator, demonstrating a significant level of autonomy. Lead in the production of high quality research outputs, including reports, papers and other publications of national/international standing.
Project Management
Perform project management activities, planning, scheduling, monitoring and reporting on progress of research project(s).
Liaison and Networking
Identify and liaise with internal and external collaborators, and with colleagues in the College, maintaining positive and effective working relationships.
Internal/Outward-facing Research Activities
Participate in and help to organise internal and outward-facing research activities, including seminars, research meetings and conferences. Maintain web-based communications and social media discussions.
Continuous Professional Development
Undertake continuous professional development activities as available and required.
Grant Applications
Contribute to the production of grant applications.
Teaching Support
Engage in teaching support activities, up to a maximum of two hours per week , and dependent on research deadlines, most probably through guest lectures. Aid in the supervision of postgraduate research students.

In addition to the above, undertake such duties as may reasonably be requested and that are commensurate with the nature and grade of the post.

ADDITIONAL INFORMATION

Scope and dimensions of the role

The key aim of this role is to support research productivity and scale for Hemelryk Donald. However, it is also important that the Research Fellow feels her/himself valued also for her/his own research contribution and that s/he is part of an expanding team. To this end, there will be significant focus in the first year on grant applications to build capacity, including those that may lead to a continued role for the RF at the end of the two year appointment.

Key working relationships/networks

Internal	External
<ul style="list-style-type: none">• Principal Investigator (Hemelryk Donald)• Head of Research Centre (Johal)• Head of School• Other research and academic staff within the school and college.	<ul style="list-style-type: none">• Research collaborators• Sponsors and clients



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UNIVERSITY OF LINCOLN PERSON SPECIFICATION

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Selection Criteria	Essential (E) or Desirable (D)	Where Evidenced Application (A) Interview (I) Presentation (P) References (R)
Qualifications:		
PhD or equivalent (exceptional candidates may be accepted with a PhD pending, subject to publication record combined with other skillsets, below)	E	A
Extensive knowledge specific to project/area as detailed in advertisement	E	A/I
Experience:		
Extensive experience of relevant research methods/approaches.	D	A/I
Authorship of published research outputs of national/international standing	E	A/I
Experience of research in specific project area	E	A/I
Skills and Knowledge:		
Ability to design, conduct and project manage original research in the subject area	E	A/I
Excellent written communication, including the ability to write grant applications, reports and research outputs	E	A/I
Ability to prioritise own workload and work to specified deadlines under pressure	E	A/I
Ability to communicate complex subjects orally	E	A/I
Online competency (design and / or use of communications / excel / simple budgeting software and applications)	E	A/I
Competencies and Personal Attributes:		
Flexible approach to work and collaborations	E	I
Ability to work on own and as part of a team	E	I
Enthusiasm and commitment	E	I
Business Requirements:		

Essential Requirements are those, without which, a candidate would not be able to do the job. **Desirable Requirements** are those which would be useful for the post holder to possess and will be considered when more than one applicant meets the essential requirements.

Author

Stephanie Hemelryk Donald

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