



UNIVERSITY OF
LINCOLN

UNIVERSITY OF LINCOLN JOB DESCRIPTION

JOB TITLE	Post-Doctoral Research and Public Engagement Associate: Reimagining Lincolnshire				
DEPARTMENT	Vice Chancellor's Office				
LOCATION	Brayford Campus				
JOB NUMBER	VCO1050	GRADE	7	DATE	February 2021
REPORTS TO	Prof Heather Hughes				

CONTEXT

The University of Lincoln is committed to the principles of equality, diversity and inclusion, which are written into its 'One Community' charter. In response to Black Lives Matter, one of the most significant social movements of recent times, the University has initiated the 'Reimagining Lincolnshire' project to undertake the important task of enriching scholarly and public understandings of Lincolnshire's diverse heritage. This involves work with university staff and students, local civic and community organisations, and various publics. We are now looking for a talented, early-career scholar with research expertise in the history of diverse, under-represented groups, including but not confined to race/ethnicity and gender, to help drive this project forward.

JOB PURPOSE

The post-holder will coordinate and support this initiative, as well as have the opportunity to further their own research development. They will be required to establish and maintain links with participating colleagues and students across the university and with external community/civic organisations and other stakeholders; organise meetings of participants and coordinate their various contributions to this project; organise events to support the project and work with others to publicise and evaluate them; conduct research, as directed by the Project Lead; and work to ensure inclusion is part of practice as well as a goal of the project. The post holder is expected to operate with a significant degree of autonomy. One day per week will be devoted to the post holder's own professional development, according to a programme agreed with the project lead.

KEY RESPONSIBILITIES

Project Management
Undertake activities associated with project management, including scheduling meetings of project participants, producing reports for participants, organising, overseeing and publicising events, devising evaluation tools and helping to shape a project impact plan.
Liaison and Networking
Identify and liaise with internal and external participants, maintaining positive and effective working relationships. Build networks with academic and professional services staff at the university, especially those with key responsibilities for promoting civic engagement, and equality, diversity and inclusion. External networks include those active in the heritage sector (public, charitable and private); schools; community groups and volunteers; research associate/public engagement officers undertaking similar roles in other HEIs.
Research Activities
Develop an overview of research activities relevant to the project that are already being conducted at the university and by external stakeholders. Work to promote synergies, conversations and collaborations between these parties. Build knowledge of local collections of objects, images and documentary material, and identify possible lines of research that could use these materials to advance understandings of Lincolnshire's diverse heritage. Share these insights with project participants and stakeholders, and work to encourage and support them to pursue these enquiries. Follow up selected lines of research yourself. Share your findings with project participants and more broadly through scholarly and public-facing activities.
Continuous Professional Development
Undertake a programme of continuous professional development activities, including own research programme, as agreed with the Project Lead. Support will be provided to enable you to develop skills in writing for and speaking to different audiences, bidding for funds, conducting and evaluating public engagement activities, attending workshops and conferences, and applying for future positions.
Grant Applications
Work with the project lead, members of the university Research and Enterprise team, and other relevant stakeholders, to identify appropriate sources of funding for the project, and help write applications for them. You may be asked to support the writing of cases of support, plans for public engagement, and project budgets.
Teaching Support
Deliver guest lectures/presentations to students and project participants. Work with selected members of academic staff to identify opportunities for student participation in the project e.g. through research activities, exhibitions, and support for events.

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 University regards this as a key contribution to the reinterpretation of the region's heritage. The post offers the successful candidate a significant opportunity to gain practical experience in the field of inclusive heritage. A substantial part of the work can be conducted remotely. However, physical presence in Lincolnshire will be required at times, to promote inter-personal connections with project stakeholders, research the content of relevant collections, and run in-person events.

Key working relationships/networks

Internal	External
<ul style="list-style-type: none">• Project Lead• PVC, College of Arts• Heritage Research Network• Decolonising the Curriculum working group• Head of Equality, Diversity and Inclusion• Chairs of College Equality, Diversity and Inclusion Committees	<ul style="list-style-type: none">• Cultural and heritage organisations in the region



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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 experience (candidates may be accepted with a PhD pending) in an area relevant to the project	E	A
Experience:		
Researching diverse heritage, especially race/ethnicity and gender	E	A/I
Record of working with local archival and object collections	D	A/I
Record of research outputs of national/international standing	D	A/I
Working with civic organisations and community groups	E	A/I
Successful organisation and promotion of public engagement events	E	A/I
Experience of working with students in an educational and/or supportive capacity	E	A/I
Skills and Knowledge:		
Ability to design, conduct and project manage a research project involving multiple participants	E	A/I
Excellent written communication, including the ability to write reports and research outputs	E	A/I
Ability to work under own initiative, to prioritise workload and work to specified deadlines	E	A/I
Strong inter-personal skills	E	A/I
Ability to communicate complex subjects orally, to diverse audiences	E	A/I
Ability to conduct oral history interviews	D	A/I
Ability to evaluate events and activities, and their impact	D	A/I
Proficiency in social media communications, including the use of Twitter and other social media platforms.	E	A/I
Competencies and Personal Attributes:		
Willingness to work occasional flexible hours, such as travel, evening and weekend events.	E	I
Ability to work on own and as part of a team	E	I
Demonstrable enthusiasm and commitment to building a more equal and inclusive society	E	I

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		HRBA	
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