

JOB DESCRIPTION

Job Title: Post-doctoral research fellow, Social Design Institute	Accountable to: Director, Social Design Institute	
Contract Length: 1 Year	Hours per week/FTE: 1.0 FTE	Weeks per year: 52
Salary: £38,694 - £46,423	Grade: Grade 5	
College/Service: Academic Development Services	Location: 4th floor Granary Building, Kings Cross	

Purpose of Role:

The Social Design Institute, currently in its pilot year, is a cross-university platform which will build on, connect and amplify the research and practice in social design and design for sustainability carried out by UAL's staff and students, including its award-winning research centres and hubs. The Institute's mission is to change how designers and organisations do designing and think about design with the intention of bringing about positive social and environmental impacts. The Institute will achieve this through developing original research and research translation, engaging in knowledge exchange and informing teaching and learning.

The post holder will develop and locate their post-doctoral research and practice within the research aims and remit of the Social Design Institute. They will develop, manage and deliver both: research and knowledge exchange projects - contributing to the academic research profile and activities of the Institute. The post holder will play a leading role in developing and delivering projects with external partners. In collaboration with colleagues, they will contribute to the writing of external funding bids from the Institute in order to sustain their research beyond the life of the fixed term appointment. The post holder will support other activities of the Institute as required, for instance by contributing to events management and the running of workshops, etc.

Duties and Responsibilities

- Develop an agreed post-doctoral level research project within the framework of the Institute's identified research aims and areas of interest.
- Contribute to the planning of and inclusion within external funding applications in support of their research within the Institute, and in conjunction with the post holder's own developing research.
- Contribute to the academic research profile of the Institute, through attendance and participation at relevant national and international forums, and through participation at university conferences and events.
- Contribute to doctoral and other research activities of the Institute.
- Work closely with Institute's research managers in planning the delivery of Institutes research strategic aims and objectives.
- To continue to develop your own practice.
- To perform such duties consistent with your role as may from time to time be assigned to you anywhere within the University
- To undertake health and safety duties and responsibilities appropriate to the role
- To work in accordance with the University's Equal Opportunities Policy and the Staff Charter, promoting equality and diversity in your work
- To personally contribute towards reducing the university's impact on the environment and support actions associated with the UAL Sustainability Manifesto (2016 – 2022)
- To undertake continuous personal and professional development, and to support it for any staff you manage through effective use of the University's Planning, Review and Appraisal scheme and staff development opportunities
- To make full use of all information and communication technologies in adherence to data protection policies to meet the requirements of the role and to promote organisational effectiveness
- To conduct all financial matters associated with the role in accordance with the University's policies and procedures, as laid down in the Financial Regulations

Key Working Relationships: Managers and other staff, and external partners, suppliers etc; with whom regular contact is required.

- Director, Social Design Institute
- Senior Research Fellow and Post-doctoral Research Fellows, Social Design Institute
- Manager, Social Design Institute
- Associated Research Centres and Researchers at UAL
- Research Management and Administration (UAL)
- External partners involved in funded research and knowledge exchange

Specific Management Responsibilities

Budgets: None

Staff: None

Other (e.g. accommodation; equipment):

Signed LM Kimbell _____ Date of last review 2/10/19 _____

(Recruiting Manager)

Person Specification	
Specialist Knowledge/ Qualifications	<p>Is regarded as an authority in their field of specialism with both internal and external peers.</p> <p>Relevant qualification: PhD in a relevant area of arts, design or communication or related area completed.</p> <p>Applies and shares knowledge and experience as necessary.</p> <p>Ability to lead the academic and/or professional development of own area of expertise within the University.</p>
Relevant Experience	<p>Track record of successful applications to external bodies for grants in support individual and/or collaborative research.</p> <p>An excellent record of research dissemination (e.g. through exhibition, performance, publication and conference presentation)</p>
Communication Skills	<p>Communicates effectively orally and in writing adapting the message for a diverse audience in an inclusive and accessible way</p>
Leadership and Management	<p>Motivates and leads a team effectively, setting clear objectives to manage performance</p>
Research, Teaching and Learning	<p>Applies innovative approaches to research and professional practice to support solid research processes, analysis, documentation and excellent outcomes.</p> <p>Applies own research experience to the questions of this project.</p>
Professional Practice	<p>Contributes to advancing professional practice/research or scholarly activity in own area of specialism</p>
Planning and managing resources	<p>Plans, prioritises and manages resources effectively to achieve long term objectives</p>
Teamwork	<p>Works collaboratively in a team and where appropriate across or with different professional groups</p>
Student experience or customer service	<p>Builds and maintains positive relationships with students or customers</p>

Creativity, Innovation and Problem Solving	Ability to take a pro-active role in the design of questions, investigative strategies and solutions to work on new and unique problems.
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The application form sets out a number of competence questions related to some of the following selection criteria. Shortlisting will be based on your responses to these questions. Please make sure you provide evidence to demonstrate clearly how you meet these criteria

Last updated: Oct 2019