

JOB DESCRIPTION AND PERSON SPECIFICATION

Job Title: Postdoctoral Research Fellow, Worlding Accountable to: Professor Paul Goodwin

Public Cultures

Contract Length: 32 months (01

FTE: 0.4 FTE

Weeks per year: 52

May $20 - 31 \, \text{Dec} \, 22$)

Grade: 5

Salary: £38,694 – £46,423 p.a. pro rata

Location: Chelsea College of Art

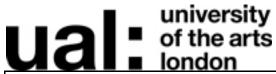
College/Service: Academic and Development Services

Purpose of Role:

To support the Lead Principal Investigator (PI), Principal Investigators and Team Members of the Canadian, Dutch and German research teams in the fulfilment of 'Worlding Public Cultures: The Arts and Social Innovation' project deliverables, to independently research, collate and document key aspects of the project and to facilitate its effective and efficient delivery.

Duties and Responsibilities

- 1. To lead on the development of an online database to hold and relate digital artefacts with a transnational, global remit from the following: 1. Exhibitions; 2. Conferences and education programmes; 3. Research centres; 4. Courses offered in universities. All datasets will be drawn from publicly accessible websites, blogs and social media, and be sourced internationally through comprehensive online searches and network referrals.
- 2. To work with a designer to build and manage a website that will serve as an archive and public interface for showcasing research outputs and materials, such as audio-visual interviews with curators and academics.
- 3. To coordinate a team of post-doctoral researchers collecting, processing and uploading data to the project database and website.
- 4. To work closely with the Lead PI to apply the Data Management Plan for the project in consultation with all project teams.
- 5. To contribute to the outcomes of the project through involvement in the preparation and presentation of papers at conferences/symposia/seminars/workshops, exhibitions, contributions to refereed journals and the editing and/or authoring of book chapters, where appropriate.
- 6. To promote the project through participation in public events, via social media and the project's web presence.
- 7. To perform such duties consistent with your role as may from time to time be assigned to you anywhere within the University.
- 8. To undertake health and safety duties and responsibilities appropriate to the role.
- 9. To work in accordance with the University's Equal Opportunities Policy and the Staff Charter, promoting equality and diversity in your work.
- 10. To personally contribute towards reducing the university's impact on the environment and support



actions associated with the UAL Sustainability Manifesto (2016-2022).

- 11. 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.
- 12. 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.
- 13. 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.

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

- 'Worlding Public Cultures' Lead Principal Investigator, Principal Investigators and Team Members
- TrAIN Research Centre
- Postdoctoral and PhD researchers

| Research Management and AdministrationOther project partners and collaborators | |
|---|---------------------|
| Specific Management Responsibilities | |
| N/A | |
| | |
| Signed | Date of last review |
| (Recruiting Manager) | |



Postdoctoral Research Fellow, Worlding Public Cultures Job Title:

| Person Specification | |
|---|--|
| Specialist Knowledge/ Qualifications | Essential |
| | Degree-level qualification in Art History, Archiving or Computer Science with post-graduate qualification in a relevant Digital Humanities subject |
| | Experience of knowledge management in a web context |
| | Basic understanding of Semantic Web technologies, including SKOS, RDF |
| | Desirable |
| | PhD in a relevant Computer Science or Digital Humanities subject |
| | Programming skills (PHP, javascript, python) |
| | Knowledge of Digital Preservation |
| Relevant Experience | Essential |
| | Strong experience with content management systems |
| | Experience with publishing academic articles in peer-reviewed journals |
| | Experience with presenting at academic conferences/ symposia/workshops |
| | Experience with building database schemas |
| | Experience with data processing, cleaning |
| | Experience with web applications |
| | Experience of working within interdisciplinary research teams |
| | Some understanding of Digital Preservation principles and preservation formats |
| | Desirable |
| | Experience of working within international and multi-sectora research teams |
| | Experience with Drupal |
| | Experience with e-Prints |
| | Experience with XML technologies |
| | Familiarity with the CIDOC-CRM ontology, PROV ontology or the Europeana data model |



| Communication Skills | Ability to communicate orally and in writing by adapting the message for a diverse audience in an inclusive and accessible way |
|--|--|
| | Self-motivation and the ability to work independently on your own projects |
| Leadership and Management | Proven ability as an operational task leader, assessing and articulating requirements and ensuring appropriate resources and support are available to enable the team and individual members to achieve their objectives |
| Professional Practice | Contributes to advancing professional practice/research or scholarly activity in own area of specialism |
| Planning and managing resources | Maintains awareness of available resources and uses initiative |
| Teamwork | Works collaboratively in a team across industry and academia |
| | Is able to take appropriate level of responsibility and act with initiative |
| Student experience or customer experience | Builds and maintains positive relationships with students and participants |
| Creativity, Innovation and Problem Solving | Suggests practical solutions to new or unique problems |