JOB DESCRIPTION AND PERSON SPECIFICATION	
Job Title: Post-doctoral Research Fellow – Pharma Factory. EU Horizon 2020 **Contract Length**: 1 August 2018 – 31 October 2021	**Accountable to**: Principal Investigator (PI) Dr Alison Prendiville (LCC, UAL)
Hours per week: 0.4 FTE	**Weeks per year**: N/A
Salary: 37,265.00 – 44,708.00 (pro-rata)	**Grade**: 5
College/ Service: Research	**Location**: LCC, Elephant and Castle London SE1 6SB

Purpose of Role:

To support the Principal Investigator (PI) in the implementation of the *H2020 Pharma-Factory - Building the product pipeline for commercial demonstration of Plant Molecular Factories (Grant Agreement no* 774078). In particular contributing to *WP2 Public Engagement and Involvement* activities and producing materials related to the project deliverables. To research, collate and document key aspects of the project and facilitate its effective and efficient delivery.

Duties and Responsibilities

- To work with the project co-ordinator, WP lead and Principal Investigator to develop visual tools to engage different end-users such as industry, government, academia, patient groups, clinicians, farmers and the public at large on issues relating to Plant Molecular Farming (PMF)

- To undertake relevant literature review in relation to the barriers around acceptance of PMF with specific reference to pharmaceuticals. To identify literature on participatory practices relevant to public engagement in complex scientific healthcare contexts

- To map and visualise the current regulatory frameworks governing Genetically Modified Pharmaceuticals

- To map and record current practices around public engagement and Gene Editing and in particular – plant gene editing technologies

- To identify and facilitate contact with stakeholders relevant to the project with the aim of engaging them in workshops

- To help facilitate in the co-design and delivery of collaborative workshop activities with different stakeholders

- To create visual templates and prompts, in diagrammed language for workshop activities

- To manage the content management of the website once it is up and running

- To undertake audio interview recordings and photography of workshop materials and activities

- To contribute to the development of priorities around PMF that will inform policy, industry, education and further research

- Support and participate in any additional tasks or documentation as required by the project

- To liaise with PI and Coordinator to ensure the smooth running of the project

- To participate in collaborative research with the PI and Coordinator

- To contribute to the outcomes of the project through an involvement in the preparation and presentation of papers at conferences, contributions to refereed journals, and the editing and/or authoring of book chapters where appropriate

- If appropriate, to play a proactive role in the generation of future research funding linked to the project and to the output and profile of research at UAL

- 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 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:

- Lead Beneficiary and project co-ordinator (St George's University of London).

- Principal Investigator (LCC, UAL).

Specific Management Responsibilities

Budgets: None

Staff: None

Other (e.g. accommodation; equipment): None

Signed _____ Egle Juospaityte _____ Date of last review _____ 25/06/2018 _____
(Recruiting Manager)

Grade: 5

Person Specification	
Specialist Knowledge/ Qualifications	• Has relevant experience in specialist area of work and methodologies and the ability to work independently • Has a PhD in relevant field or is towards receiving a PhD • Relevant postgraduate qualification and scholarly research • Experience of collaborative research work
Relevant Experience	• Experience of creating and producing visual material • Willing to commit to own development through effective use of the University's appraisal scheme and staff development process • Has a good knowledge of designing services and terminology

Communication Skills	• Experience of providing routine oral and written information clearly and concisely and is able to understand and explain technical terms commonly in use in own area of work
	• Ability to establish good working relationships with both staff at the College and with research respondents and participants
	• Has accurate and up to date knowledge of services available in own specialism and related areas of work
	• Experience of using appropriate levels of IT skills to enable best use of available information and communications as necessary for the post:
	  1. MS Office
	  2. Electronic Diary
	  3. Email / FTP
	  4. Web/Intranet and Web 2 Technologies
	  5. XHTML and variants
	  6. Creative software (Illustrator, Photoshop and In-design)
	  7. ATLAS.ti: the qualitative data analysis & research software
	• Experience of being involved in internal or external networks, ensuring that accurate information is passed onto the most appropriate people in a timely fashion to improve working practices.

Leadership and Management	Motivates and leads a team effectively, setting clear objectives to manage performance
Research, Teaching and Learning	Ability to explore content and approach to take account of feedback and learners' progress using a variety of methods and examples to assist understanding and learning
	Applies own research to develop learning and assessment practice
Professional Practice	Contributes to advancing professional practice/research or scholarly activity in own area of specialism
Planning and managing resources	• Plans, prioritises and manages resources effectively to achieve long term objectives • Experience of ensuring that time and resources are used effectively, continually reviewing progress to improve efficiency and to ensure that work is completed in line with team objectives. • Ability to clarify, plan and prioritise own work and assist that of the others in the team, to achieve objectives to the standards expected, including proactively working with others in the team to achieve personal and research objectives
Teamwork	Works collaboratively in a team and where appropriate across or with different professional

	groups
Student experience or customer service	Builds and maintains positive relationships with students or customers
Creativity, Innovation and Problem Solving	- Ability to distinguish between the need to make a decision and when to defer. Also to contribute to the decision making of others by providing relevant information and opinions and passing on information to appropriate people in a timely fashion to improve working practices. - Experience of ensuring that time and resources are used effectively, continually reviewing progress to improve efficiency and to ensure that work of self and others is completed in line with team objectives - Proven ability as an operational task leader, assessing and to ensuring appropriate resources and support are available to enable the team and individual members to achieve their objectives.