

## Career structure for Research Job Family

(See <https://www.brookes.ac.uk/human-resources/working-here/pay-and-grading/pay-scale/> for current salary scales)

Job Title	Grade	Person Specification	Brief Summary of duties	Teaching & Learning Support
<p><b>Postgraduate Research Assistant</b></p> <p>(generally casual contracts)</p>	6	<p>Degree</p> <p>Likely to be studying for postgraduate qualification eg. MSc or MPhil or PhD</p> <p>Has sufficient depth of knowledge to be able to work effectively as part of research team</p>	<p>With support, advice and mentoring is required to:</p> <p>Design and test appropriate research tools e.g. questionnaires.</p> <p>Gathers data from multiple sources as part of research activity.</p> <p>Contributes to analysis and evaluation using a range of analytical tools</p> <p>Keep accurate laboratory records, assist in the preparation of reports and/or publications as appropriate and make presentations at a variety of meetings both in the University and externally</p> <p>Conduct literature searches as appropriate.</p>	N/A
<p><b>Postdoctoral Research Assistant</b></p> <p><b>Researchers must be appointed at this level if they are not undertaking their own independent research</b></p> <p>To recruit international staff you must advertise at Grade 8 level to meet the minimum salary level requirements</p>	7	<p>Postgraduate degree/Masters or Studying for PhD (or equivalent) or PhD</p> <p>Experience of academic research</p> <p>Evidence of a developing research profile with the potential to publish and/or produce high quality research output.</p>	<p>Expected to take significant initiatives in their work and consult the Academic/PI over the details of the project</p> <p>Working independently is required to:</p> <p>Design and test appropriate research tools e.g. questionnaires.</p> <p>Gathers data from multiple sources as part of research activity.</p> <p>Makes significant contribution to analysis and evaluation using a range of analytical tools for example descriptive statistics, reliability and factor analysis.</p> <p>To keep accurate laboratory records, assist in the preparation of reports and/or publications as appropriate and make presentations at a variety of meetings both in the University and externally</p> <p>Conduct literature searches as appropriate.</p> <p>Makes significant contribution to writing up and disseminating research findings via networks and appropriate publications.</p>	Is required to undertake one-off specialist lectures, some formal teaching as part of the curriculum, and/or demonstrations as appropriate
	8	<p>In addition to above:</p> <p>A PhD - or equivalent - or near completion of PhD - in a relevant discipline</p> <p>Experience of teaching</p> <p>Experience of coaching/mentoring of PhD students</p>	<p>Assisting as a named author in publication of research, where the quality could be REF returnable</p> <p>.</p>	<p>Accountability for coaching/mentoring of PhD students</p> <p>Formal responsibility to teach as part of curriculum</p>

<p><b>Research Fellow</b> Eg. Early Career Research Fellow Independent Fellowships Experienced Marie Curie Fellows</p> <p><b>Must hold PhD at time of appointment</b></p>	8	<p>A PhD - or equivalent in a relevant discipline is essential.</p> <p>Experience of undertaking independent research</p> <p>Significant, relevant postdoctoral research experience.</p> <p>A developing research profile as evidenced by contribution towards published (or near to publication) high quality research output.</p> <p>Experience of supervising the work of other research staff.</p>	<p>Researchers at this level will develop their own research objectives and proposals and will conduct individual and collaborative research projects.</p> <p>Takes the lead in writing up and disseminating research findings via networks and appropriate publications.</p> <p>Leads a number of research and /or consultancy projects at any one time.</p> <p>Identifies sources of research funding and contributes to the process of securing grants and/or other forms of research funding.</p> <p>Disseminates research findings through publications (books, monographs, articles) and/or other appropriate methods.</p> <p>Produces REF returnable research or undertakes knowledge transfer consultancy activities.</p>	<p>Required to undertake one-off specialist lectures, some formal teaching as part of the curriculum, and/or demonstrations as appropriate.</p> <p>Undertakes PhD and Masters supervision.</p>
	9	<p>In addition to the above:</p> <p>To have previously held 1 or 2 post-doctoral Research appointments.</p>	<p>In addition to the above:</p> <p>Management of major research projects and/or teams and significant responsibility for income generation.</p>	<p>Accountable for mentoring/coaching and formal supervision of junior research staff.</p>
<p><b>Must be undertaking independent research</b></p>				

<p><b>Senior Research Fellow</b></p> <p>Experienced career researchers with specialist skills that may provide underpinning support within a wider research group, particularly in STEMM</p>	10	<p>Significant and substantial postdoctoral experience that includes demonstrable research excellence.</p> <p>Externally recognised national and emerging international reputation for research and scholarship and/or knowledge transfer</p> <p>A successful record of securing significant peer-reviewed research funding</p> <p>A record of good teaching at undergraduate and postgraduate level</p>	<p>A substantial body of high-quality peer reviewed publications or equivalent other outputs</p> <p>A coherent research programme for the next three to five years</p> <p>Achieving national and emerging international recognition through a sustained programme of research</p> <p>Leading peer reviewed funding bids which develop and sustain research support for the specialist area</p> <p>Initiating and developing links with external contacts such as other educational institutions, employers and professional bodies to foster collaboration</p> <p>Contributing to the leadership of department research strategy</p> <p>Publishing research in top quality REF standard international peer-reviewed outlets</p> <p>Giving invited papers to national and international audiences</p> <p>Providing expert opinion and commentary to external audiences and bodies</p>	<p>Has a record of good teaching at undergraduate and postgraduate level</p> <p>Supervises and assesses PhD students</p> <p>Teaches and assesses undergraduate and masters level students</p> <p>Acts as a personal tutor and provides pastoral care</p> <p>Acts as a role model for teaching methods through excellent practice</p> <p>Mentors junior staff, lead teaching teams where appropriate</p> <p>Contributes to the development of teams and individuals and provide advice on career development</p>
	11	<p>In addition to the above:</p> <p>Regarded as expert in field by external peer community.</p>	<p>In addition to the above:</p> <p>Management of a research team.</p> <p>Management of major research project and accountability for significant income generation.</p> <p>Required to have significant input to the development of School Research Strategy.</p>	