**Job description**

**Date last reviewed**: type here

**Faculty/Directorate:** type here

**Department**: type here

**Title of post**: Research Fellow

**Grade of post**: 9

**Post number**: type here

**FT or % P/T**: type here

**Permanent/Temporary**: type here

**Principal location of work**: type here

**Immediate line manager**: **Head of Research Group**

**Staff managed**: **One would strengthen grade**

**Qualifications required for post**: PhD / or nearing completion, or equivalent in ……………….

**Experience required for post**: Significant and relevant post-doctoral experience (achieved through holding at least one previous post-doctoral research appointment.

**Overall purpose of post**: Implementation and day-to-day running of research projects relating to ………………………………………………………………………

**Main duties:**

1. Work closely with the Head of the Research Group and others on specific research studies/projects relating to ………………………………………………………
2. Lead responsibility for (insert -  **various research projects**/**a specific research project**)including financial monitoring of consumables required for the projects, liaison with collaborators, monitoring progress towards objectives/targets. Responsible for significant income generation
3. Responsibility for planning and carrying out experimental work, keeping accurate laboratory notebooks, data analysis & interpretation and report writing
4. Responsibility for writing papers for publication and making presentations at meetings and/or conferences
5. Conduct literature searches and reviews
6. Attend conferences/workshops and present papers as required
7. Report on a regular basis to the Head of the Research Group and deputise in their absence, e.g. running research group meetings, as required
8. Supervision of Masters/PHDs
9. Oversee the general running of the research group on a day-day basis as necessary and required including mentoring/coaching and formal supervision of junior research staff
10. Assist in the writing and presentation of funding applications
11. Develop collaborative research with other individuals and groups in the School, University or externally as appropriate to the needs of the overall research programme
12. Undertake any teaching duties that may be agreed with the Head of the Research Group and in line with any funding body’s rules/regulations, e.g. tutorials, specialist lectures/practicals, assisting with short courses
13. Contribute to the research culture of the School
14. Observe all School and University H&S rules and regulations
15. Any other duties given by the Head of the Research Group commensurate with the level and responsibility of this post.