

**Job Description**

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| Job Title: | Postdoctoral Research Associate |
| Faculty/Department: | Faculty of Arts, Cultures and Education  School of Histories, Languages and Cultures |
| Reporting to: | Head of School |
| Duration: | Fixed-term (3 Years) |
| Job Family: | Academic |
| Pay Band: | 7 |
| Benchmark Profile: | Research Band 7 |
| DBS Disclosure requirement: | N/A |
| Vacancy Reference: | FA0241 |

**Details Specific to the Post**

**Background and Context**

This position has arisen as a result of a successful Arts and Humanities Research Council grant (Grant Ref: AH/P013627/1) for three years entitled Local Governance and Community Resilience: How Internal Drainage Boards (IDBs) and Communities Managed Flooding in England. The aim of the project is to examine local-level models of flood risk management in England through a historical study of Internal Drainage Boards in four areas of England: Lincolnshire, the East Riding, Cumbria and the Somerset Levels. The focus is on three interrelated issues: localised flood risk, community resilience, and governance.

The successful candidate will be based at the University of Hull in the History Section of the School of Histories, Languages and Cultures and will be immediately responsible to Prof Greg Bankoff (PI) and will also work closely with the two Co-Is on the project, Dr John Morgan at the University of Manchester and Dr Leona Skelton at Northumbria University.

### Specific Duties and Responsibilities of the post

The post-holder will be an integral member of the team, lending support to colleagues as well as conducting their own research. The post-holder will work across all four case study areas as well as undertaking research in national repositories. The post-holder will carry out the archival work under the direction of the respective investigator for each region and, in conjunction with the latter, undertake the necessary interviews. The post-holder will have the opportunity to develop high-quality research skills through involvement in all aspects of the research and through contact with all three investigators. It is anticipated that all major publications, including peer-reviewed articles and an edited volume, will be jointly authored by all team members. It is also anticipated that the post-holder will take full responsibility for the management and running of the standalone project website in due course.

The post-holder is likely to have a background in the history and/or geography of England or a complementary area of study and be familiar with contemporary flood risk management issues.

In your covering letter please refer directly to the criteria, given in the person specification below.  Applications are assessed by the selection panel according to these criteria.

**GENERIC JOB DESCRIPTION**

The job duties and responsibilities listed below are intended to describe the general nature of the role. The duties and responsibilities and the balance between the elements in the role may change or vary over time depending on the specific needs at a specific point in time or due to changing needs in the department. Candidates should note that there may not be an immediate requirement to carry out all the activities listed below.

### Overall Purpose of the Role

The researcher at this level will be:

* An experienced and professional researcher and will be a subject specialist, drawing upon knowledge gained from postgraduate research and/or working within a Research Band 6 role.
* Associated with a particular project (or projects) and will contribute ideas, and/or enhancement of techniques or methodologies and be expected to take significant initiatives in their work and consult with the Principal Investigator over the details of the project. They will work under supervision and receive academic, pastoral support and guidance which may include specific training, career opportunities and mentoring.

They may contribute to the Department’s teaching, through supervision of projects, overseeing practical classes, or taking small group tutorial classes.

The main focus of the work will involve conducting individual and collaborative research projects under the general guidance of a senior academic or Principal Investigator using new research techniques and methods, analysing and interpreting data and writing up research for publication.

**Main Work Activities**

1. Conduct individual and collaborative research projects to include:

* Using expertise to carry out projects they are working on.
* Contribute to the preparing proposals and applications for external bodies, e.g. for funding and contractual purposes with appropriate support or contribute to the writing of collective bids.
* Use new research techniques and methods.
* Analyse and interpret research data.
* Write up research work of the project and its dissemination through seminar and conferences presentations and publications.

1. Responsible for the management of projects to include:

* Plan and manage own research activity in collaboration with others.
* Manage administrative activities with guidance if required.
* Plan and monitor the work of the project or projects if applicable.

1. Assist with teaching and learning support in own area of study to include:

* Assist in the development of student research skills.
* Assess student knowledge and supervision of projects.
* Supervise and guide final year students.

1. Develop and initiate collaborative working internally and externally to include:

* Build internal contacts and participate in internal networks for exchange of information and to form relationships for future collaboration and to progress their research.
* Develop links and join external networks to share information and identify future potential sources of funding.
* Work with colleagues on joint projects as required.
* Attend and contribute to relevant meetings.

1. Demonstrate evidence of own personal and professional development to include:

* Continually update knowledge and understanding in field or specialism.
* Appraisal, induction and performance reviews.
* Participate in training and development activity.
* Maintain links with professional institutions and other related bodies.
* Collaborate with academic colleagues on areas of shared research interest.

### Additionally the post holder will be required to:

* Fulfil the employees’ duties described in the University’s health and safety policies and co-operate with the health and safety arrangements in place within the department. May be required to undertake specific health and safety roles on request e.g. Display screen equipment assessor, departmental safety officer, fire warden etc.
* Show a commitment to diversity, equal opportunities and anti-discriminatory practices this includes undertaking mandatory equality and diversity training.
* Comply with University regulations, policies and procedures.

**PERSON SPECIFICATION – Research Band 7**

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| **Specification** | **Essential** | **Desirable** | **Examples Measured by** |
| **Education and Training**  Formal qualifications and relevant training | * A PhD or equivalent in relevant discipline * Archival research experience | * Experience with oral history | Application |
| **Work Experience**  Ability to undertake duties of the post | **Evidence of:**   * An emerging track record in an appropriate research field, including scientific publications, presentations at scientific conferences and contributing to grant applications | * Familiarity conducting interviews * Ability to facilitate focus groups * Proficiency in digital literacy * Interaction with public officials * Participation in public fora. | Application  Interview |
| **Skills and Knowledge**  Includes abilities and intellect | **Evidence of:**   * Participation in networks that seek to promote research collaboration * Effective management of resources Contribution to the supervision of undergraduate project, masters or PhD students | * Familiarity conducting interviews * Ability to facilitate focus groups * Proficiency in digital literacy * A creative research vision for development, implementation and delivery of successful research projects | Application  Interview |
| **Personal Qualities**  Includes any specific physical requirements of the post – (subject to the provisions of the Equality Act 2010) | * An expectation to positively contribute to University activities and initiatives which may include open days, graduation ceremonies, etc., and have a willingness to undertake administrative activities * Show evidence of collaborative working, particularly on interdisciplinary activities * Evidence of working in an open and transparent way, providing information and communicating effectively with colleagues * Evidence of Continuous Professional Development |  | Application  Interview |