**University of Derby Job Description**

**This is a generic role profile. It is not anticipated that your job description will contain all the elements included here, but the relevant accountabilities in the role descriptor and requirements in the person specification can be chosen appropriate to your role.**

# **Job Summary**

## **Job Title**

Researcher in Technical and Vocational Education and Training

## **College**

College of Arts, Humanities and Education

## **Location**

Kedleston Road, Derby

## **Job Reference Number**

0562-24

## **Salary**

## £28,879 - £43,878

## **Reports To**

Associate Professor (Research) in Technical and Vocational Education and Training (TVET) and Post-14 Education

## **Line Management Responsibility**

No

# **Job Description and Person Specification**

## **Role Summary**

Having gained proven experience in research being a specialist in technical and vocational education and training with a relevant PhD or equivalent, the researcher in this post will contribute to the preparation of a European application for a major European Union research fund and other research applications. The post holder will take up appropriate initiatives, contributing ideas and developing and structure the process of the application. Furthermore, they will support the TVET Research Cluster team in organising workshops and conferences.

## **Principal Accountabilities**

1. Under the direction of the main project applicant, contribute to the development of new research project(s).
2. Assist with the preparation of proposals and applications to both external and/or internal bodies for funding, contractual or accreditation purposes.
3. Plan and manage own research activity and initiate research relevant to the discipline or research project(s).
4. Contribute to the writing of collective bids for funding, and, where funders permit, write individual bids for funding with appropriate support.
5. Undertake appropriate training and staff development.
6. Provide guidance as required to other colleagues working on related research project(s).
7. Develop internal and external contacts with other academic staff to form collaborative relationships and assist with their research project(s).
8. Understand own development needs and formulate a personal development plan.
9. Observe and implement University policies and procedures.

## **Person Specification**

### **Essential Criteria**

#### **Qualifications**

* PhD or equivalent (pending or awarded) in a relevant discipline

#### **Experience**

* Experience of assisting with grant applications
* An appropriate level of digital capability with practical experience of applications
* Evidence of sufficient breadth or depth of research methodologies and techniques to work in research area
* Evidence of engagement in high-quality research activity

#### **Skills, knowledge & abilities**

* Developing research skills, with the ability to creatively apply relevant research approaches, models, techniques and methods
* Ability to communicate complex information clearly both in writing and presentations
* Analytical ability to facilitate conceptual thinking, innovation and creativity
* Ability to build relationships and work collaboratively with colleagues, internally and externally
* Ability to use initiative and creativity to solve problems in a research context
* Self-motivated and able to work independently and as part of a team

#### **Business requirements**

* Demonstrate competences, core behaviours and supplementary behaviours that support and promote the University’s core value
* Flexible to the needs of others
* Committed to ensuring a high-quality student experience
* Committed to a high-performance culture, fostering continuous improvement and driving quality
* Able to take a flexible approach to work
  + Travel between sites and occasionally overseas for work
  + Some evening and occasional weekend work

### **Desirable Criteria**

#### **Qualifications**

* Fellowship Status with the Higher Education Academic (HEA)

#### **Experience**

* Experience of writing publications for journals and presenting research at conferences
* Experience of generating research or knowledge exchange income

# **Benefits**

# The University of Derby believes in providing choice to our people suited to their needs or life stages. Offering a number of salary sacrifice options, a generous holiday entitlement starting from 26 days plus bank holidays and 4 concessionary days and a host of family friendly policies, mean that splitting your time and finances can be easier. For those with prospective students in the household, we also offer tuition fee support to partners and children and, not forgetting you, we offer financial support for accredited learning.

Our competitive 'total reward' offering has something for everyone and looks to reward and recognise people in different ways.

Core to the package is a competitive pay structure and generous public-sector pension schemes. Our pay structure allows for stepped progression in role and is reviewed against the market and, where applicable, awarding national pay awards annually. Further financial support is offered through our generous pension contributions in support of your retirement fund with those within our Teachers’ Pension Scheme receiving an employer contribution of 28.6% of salary and those within the Local Government Pension Scheme at 23%.

Wellbeing at Derby features within our benefits options from our Employee Assistance programme through to our eyecare voucher scheme, not to mention the discounted membership for our on-site gym at our Kedleston Road campus. With our Inclusion and Wellbeing Networks, there really is support for everyone.

We also facilitate ‘Give as You Earn’ options to donate to your preferred charities straight from your pay which enhances the amount your charity receives for your donation.

At the University of Derby, we celebrate loyalty and achievements through our Staff Excellence Framework be it financially, or non-financially. We aim to foster a culture of boldness and brilliance in our people, and from a simple thank you through to a local awards ceremony, we recognise and celebrate notable achievements of our colleagues.

For more information on the benefits of working at the University of Derby go to the [Benefit pages of our website](https://www.derby.ac.uk/jobs/life-at-derby/rewards-and-benefits/).

# **Our People**

The University of Derby is committed to promoting equity, diversity and inclusion, regardless of age, disability, trans status, marriage and civil partnership, pregnancy and maternity, race, religion or belief (or none), sex and sexual orientation.

We are Disability Confident Employers, demonstrating our commitment to disability inclusion, and invite applicants to highlight adjustments they may require to ensure equitable participation in our recruitment processes.

Further, we are committed to ensuring an environment which is trans and non-binary-inclusive for all our staff, students, partners, and visitors, and continuously review our policies, guidance and training.

When applying to join the University, you can choose your preferred title, including the gender-neutral title 'Mx'. We also ask our candidates if they would like to share their preferred pronouns. This is voluntary but demonstrates our commitment to inclusivity for trans and non-binary candidates. Once employed, you can add pronouns and preferred names onto our system.

The University of Derby undertakes anonymised shortlisting during the staff recruitment process. This means that, when shortlisting, panel members will not be able to see an applicant’s name and will see an applicant number instead. This demonstrates the practical steps we are taking to remove barriers to recruitment by minimising the possible impact of our unconscious bias.

However you identify, we actively celebrate the knowledge, experience and talents each person brings. Our students come from a wide range of backgrounds; therefore we are particularly interested to hear from applicants who will help our leaders and teams be more reflective of our student population.

For more information on equity, diversity and inclusion at the University of Derby, please visit our [website](https://www.derby.ac.uk/about/equality-and-diversity/).