

Job Description

Post/Job Title:	Researcher on AHRC funded project: Developing Guidelines for Mass Grave Protection
Ref:	FMC147/505713
Location:	Talbot Campus
Faculty:	Faculty of Media and Communication
Group/Section:	Law
Duration if temporary:	21 months fixed-term appointment
Normal hours per week:	Months 0-6 at 0.4 FTE Months 07-16 at 0.2 FTE Months 17-21 at 0.4 FTE
(Some flexibility will be required in order to ensure that key time scales and deadlines are met).	
Grade:	6
Responsible to:	The Project Principal Investigator

Job Purpose

1. To plan, design and conduct research.
2. To produce published outputs.
3. To produce conference contributions.
4. To manage and coordinate aspects of the research project as directed by the Principal Investigator.
5. To develop further funding applications.
6. To effectively liaise with external stakeholders.

Main Responsibilities

1. Deliver research objectives of proposed work within the timeframes of the project(s) and ensure the achievement of project outcomes.
2. Plan, design and conduct research using recognised approaches, methodologies and techniques within the research project.
3. Ensure the maintenance of data and records in accordance with the appropriate protocol(s).
4. Write up research work for publication, to include research outputs such as legal guidelines and an academic commentary.
5. Present findings at national/international conferences and other dissemination and knowledge exchange activities, including public engagement.
6. Coordinate and manage external project partner and stakeholder events.
7. Identify opportunities and prepare proposals for research grant funding.
8. Identify and develop dissemination and impact generating activities.
9. Provide support in project team meetings and committees as appropriate.
10. Build relationships with internal and external contacts to exchange information, publish outputs, develop future collaborations and identify potential sources of research funding / opportunities to collaborate.
11. Undertake personal and professional development activities in line with agreed appraisal and development programme to enhance personal knowledge and contribution to relevant activities.

Organisation Chart

The Researcher reports to the Principal Investigator of the project and is based in the Department of Law.

Contacts

Internal: Academic and professional service colleagues, HR, Finance and Performance, Legal Services, Health and Safety, IT services, Estates.

External: Project Partners (International Commission on Missing Persons), stakeholder and policy makers.

Challenges

The postholder is expected to work to tight timescales with different time commitment. The Project foresees the following working pattern throughout the 21 month period:

Months 0-6 at 0.4 FTE; months 07-16 at 0.2 FTE; and months 17-21 at 0.4 FTE.

During the project the postholder will liaise with external partners to produce outputs that meet the expectations of multiple stakeholders and policy makers.

Additional Information

NB:

The purpose of the job description is to indicate the general level of responsibility and location of the position. The duties may vary from time to time without changing their general character or level of responsibility.

BU is an equal opportunities employer which values a diverse workforce. The post holder must at all times carry out their responsibilities with due regard to the University's Dignity, Diversity and Equality Policy Statement.

Our highly skilled and creative workforce is comprised of individuals drawn from a broad cross section of the globe, and who reflect a variety of backgrounds, talents, perspectives and experiences to build our global learning community. Through fused activity, the post holder must have an understanding of and commitment to promoting a global outlook.

All employees have an obligation to be aware of and comply with the Universities Sustainability Policy, Carbon Management Plan and associated documents, and to ensure that whilst at work that they demonstrate the adoption of sustainable habits or practices and carry out their day-to-day activities in an environmentally responsible manner.

November 2018



Person Specification

Post / Job Title: Researcher on AHRC funded Mass Grave Protection Guidelines Project	
Post No: FMC147/505713	
Faculty: Faculty of Media and Communication	Date: November 2018
SELECTION CRITERIA	Essential / Desirable
Knowledge (including experience & qualifications)	
A strong international law or human rights background with a good degree in law or a similar discipline	E
Doctorate (or thesis submitted) in public international law or other discipline closely related to law, transitional justice or victimology	E
Demonstrable evidence of advanced knowledge and active research in international law, transitional justice, victimology or post-conflict reconstruction	E
Strong research profile as evidenced by high quality outputs	E
Experience of research design and a sound understanding of and ability to apply appropriate research methodologies	E
Familiar with current developments in research and scholarship with ability to identify appropriate research options, methods and theoretical perspectives	E
Demonstrable experience of engaging multiple audiences with research findings, for example, public engagement	D
Experience of presenting research within and beyond academia	D
Experience in collaboration with researchers from other disciplines	E
Skills	
Ability to design and implement successful research projects	E
Analytical skills	E
Excellent communication skills, both orally and in writing, and the ability to communicate research findings to different audiences	E
Able to keep accurate records	E
Strong administrative and managerial skills	E
Ability to work well both as a team member and on own initiative	E
Experience of developing legal guidelines and advocacy skills	D
Attributes	
Highly motivated with the drive to succeed	E
Ability to reason accurately and quickly and handle complex situations	E
Ability to identify research and impact activities relevant to the project	E
Ability to prioritise and work under pressure	E