

It is important to note that this job description is a guide to the work you will be required to undertake. It may be changed from time to time to meet changing circumstances. It does not form part of your contract of employment.

Job description for the post of:

**Research Assistant: Investigating Heart Rate Variability as a Predictor of Social and Non-Social Cognition
EHA1867-0819**

21.75 hours (3 days; .6 FTE) per week, fixed term for 9 months (36 weeks)

Accountable to: Professor Rod Nicolson, Head of the Department of Psychology

Reporting to: Dr. Felicity Wolohan, Senior Lecturer in Psychology
(Principle Investigator)
Dr. Ralph Pawling, Lecturer in Psychology
(External collaborator; Liverpool John Moores University)

Department of Psychology:

The Department of Psychology was established in 2011 and offers a range of relevant degree programs underpinned by internationally-leading research. The Department has a dynamic research culture, and in REF2014, 23% of our research outputs were judged to be world-leading (i.e. 4-star); this figure exceeded a number of well-known psychology departments in traditional research-intensive universities. We have a strategy in place to maximize the strength of our submission in the next national research assessment exercise in 2020/21. Developing our knowledge exchange links with public and private sector bodies is also a major priority for us. The Department of Psychology is committed to promoting equality and diversity for all staff and students. In October 2018, we successfully obtained our Bronze Award.

The Post:

The successful candidate will be part of a project that sets out to test models of neurovisceral integration that suggest that levels of heart rate variability (HRV) could be used to predict social and non-social cognitive functioning. The project utilises measures of HRV recorded using electrocardiograms as well as behavioural and psychophysiological measures (facial electromyography) of cognitive performance. You will provide quality research support to an enthusiastic team of academics.

- a) Data collection:** This will involve the recruitment of participants via the Psychology Department's recruitment system (SONA) and other means of advertisement within the university. You will be responsible for running the experimental testing sessions. These will involve delivering behavioural tasks (using E-Prime software or similar), collecting psychophysiological data

(electrocardiograms and electromyograms), administering questionnaires, briefing and debriefing participants.

- b) Data processing and analysis:** This will involve the transcription of questionnaire and demographic data in spreadsheets.
- c) Presentation of results:** Contribute to the presentation of results of research to internal groups/PI. Draft reports through appropriate word processing and data presentation software.
- d) Project administration and management:** This will involve some administration of the project under the appropriate supervision of the line manager. The post holder is expected to be responsible for their own role in the project and seek guidance from the project leader when appropriate. You will be responsible for general lab management, including taking responsibility for the secure storage of data from the project, in line with ethical guidelines, as well as maintaining audits of lab consumables and participant payments.
- e) Research meetings:** This will involve attending and contributing to meetings of the research team and being an active member of the Department's research group.
- f) Travel:** The project may require some testing to be carried out at Liverpool John Moores University. You should therefore be willing to travel to meet the demands of the project.
- g)** Adherence to the University's research governance framework.
- h)** To make a positive contribution to the work of the Faculty/Department.

In addition to the above all Edge Hill staff are required to:

- a)** Adhere to all Edge Hill's policies and procedures, including Equality and Diversity and Health and Safety
- b)** Respect confidentiality: all confidential information should be kept in confidence and not released to unauthorised persons
- c)** Undertake appropriate training and development as required
- d)** Participate in Edge Hill's Performance Review and Development Scheme
- e)** Adhere to Edge Hill University's environmental policy and guidelines and undertake tasks in a sustainable manner
- f)** Demonstrate excellent Customer Care in dealing with all internal and external stakeholders.

Salary: Grade 5, Point 19
£24,029 per annum, pro rata

Hours: 21.75 hours per week

It is expected that the post-holder will work flexibly according to the on-going demands of the job.

Candidates should note that they will be shortlisted based on information provided on the application form with regard to the applicant's ability to meet the criteria outlined in the Person Specification form attached.

PERSON SPECIFICATION

Research Assistant: Investigating Heart Rate Variability as a Predictor of Social and Non-Social Cognition **EHA1867-0819**

21.75 hours (3 days; .6 FTE) per week, fixed term for 9 months (36 weeks)

CRITERIA: Applicants should provide evidence of their ability to meet the following criteria:

		Essential	Desirable	*Method of Assessment
Qualifications				
1	Qualified to degree standard in relevant subject area	*		A
2	Postgraduate qualification		*	A
Experience and Knowledge				
3	Experience of experimental psychology research design and laboratory data collection	*		S, I
4	Experience of using appropriate software for data collation and analysis (e.g Microsoft Excel, SPSS).	*		S, I
5	Experience of studying and / or conducting research within the field of social neuroscience / social cognition		*	S, I
6	Experience of using psychophysiological and / or behavioural (e.g reaction time) measures in laboratory research		*	S, I
7	Experience of using Matlab or a similar programming language		*	S, I

Abilities/Skills				
8	Demonstrate high level skills in the use of Microsoft Office, particularly Excel, Word and the production of databases	*		S, I
9	Demonstrate excellent communication and interpersonal skills, including rapport building and the ability to put others at ease	*		S, I
10	Ability to pay attention to detail	*		S, I
11	Able to work on own initiative, independently as well as part of a team	*		S, I
12	Able to organise and prioritise work effectively demonstrating flexibility and reliability to meet required deadlines	*		S, I
13	Able to work with integrity and manage effectively research data	*		S, I
14	Excellent communication skills both oral and written	*		S, I

***Method of Assessment**

(I-Interview, A-Application, S-Supporting Statement, T-Test, P-Presentation)

Please note that applications will be assessed against the Person Specification using this criteria.