



# Edge Hill University

## Research Projects Coordinator (Children's Safeguard Analysis of Android Apps)

**Reference:** EHA2334-0622

**Salary:** £24,871 - £27,116 per annum, pro rata  
Grade 5, Points 19 – 22

**Contract Type:** Fixed Term for 26 weeks

**Hours:** Part Time (29 hours per week)

**Location:** Ormskirk



It is important to note that this job description is a guide to the work you will initially 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.

Edge Hill  
University

**Job Description for the post of:**

**Research Projects Coordinator (Children's Safeguard Analysis of  
Android Apps)  
Part Time (29 hours),  
Fixed Term for 26 weeks  
EHA2334-0622**

**Accountable to:** Head of Department

**Reporting to:** Dr Vinh-Thong Ta/Professor Yannis Korkontzelos

### About the Role

Provide quality research support to enthusiastic team(s) of academics leading research projects. The successful applicant will work in the project called "ChildDataVerif: Verifying the compliance of Android apps against regulations on children's data protection", where they will propose and develop approaches to identify, analyse, and extract the features of Android apps that may have impact on children's personal data.

### Duties and Responsibilities

1. Propose and develop approaches to identify, analyse, and extract the features of Android apps that may have impact on children's personal data.
2. 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.
3. Literature searches. To undertake scoping surveys of bibliographic databases and literature search engines informed by up to date information on related research. Develop an understanding of a range of literature and gaps in literature.
4. Project administration. Some administration of projects under the supervision of the line manager, with responsibility for own areas of the project. Seek guidance when appropriate from PI.
5. Attending and contributing to research team meetings.

6. Being an active member of Department Research Committee and/or working groups associated with particular research projects within the Faculty.
7. Initiating and, where appropriate, lead internal networks to facilitate collaborative decision-making
8. Adherence to the University's research governance framework
9. Contributing to the production of bids for research funding.
10. Provision of support for consultancy, research and evaluation activities.
11. To make a positive contribution to the work of the Faculty/Department.

**In addition to the above all Edge Hill University 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 learning and development activities 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 customers

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

**Internal staff wishing to apply for a fixed term role as a secondment opportunity must discuss this with their existing line manager before applying.**

## Person Specification for the post of:

### Research Projects Coordinator (Children's Safeguard Analysis of Android Apps) Part Time (29 hours), Fixed Term for 26 weeks EHA2334-0622

Please note that applications will be assessed against the Person Specification using the following criteria, therefore, applicants should provide evidence of their ability to meet all criteria.

**Methods of Assessment include Application Form (A), Supporting Statement (S), Interview (I), Test (T) & Presentation (P).**

		Essential	Desirable	*Method of Assessment (A/I/S/T/P)
<b>Qualifications</b>				
1	Qualified to degree standard in relevant subject area		*	A
2	Postgraduate qualification		*	A
<b>Experience and Knowledge</b>				
3	Experience of carrying out comprehensive literature reviews	*		S, I
4	Experience of development of research design and/or data collection using identified methods	*		S, I
5	Experience of high-quality report writing	*		S
6	Experience of working in the Higher Education sector		*	A
7	Experienced in the use of appropriate software for Android app programming, analysis, and testing.	*		S, T

<b>Abilities/Skills</b>				
8	Demonstrate high level skills in in the use of Microsoft Office, particularly Excel, Word and the production of databases	*		S, T
9	Able to work on own initiative, independently as well as part of a team	*		S, I
10	Able to organise and prioritise work effectively demonstrating flexibility and reliability to meet required deadlines	*		S, I
11	Able to work with integrity and manage effectively research data	*		S, I
12	Excellent communication skills both oral and written	*		S, I

## How to Apply

When you are ready to start the formal application process, please visit [www.edgehill.ac.uk/jobs](http://www.edgehill.ac.uk/jobs) and click 'vacancies', search for the role you wish to apply for, and click 'Apply Online'. The online application form can be completed in stages and can be revisited at any time. The form automatically saves as you enter your information and it is simple to move backwards and forwards throughout at any time prior to submission. Help is available at each stage to guide you through the form. Before final submission, you can preview your application and can then choose to refine or submit the form.

For informal enquiries about this vacancy you may wish to contact: Vinh-Thong Ta, Senior Lecturer in Computer Science (Cyber-Security) at Tav@edgehill.ac.uk.

Please refer to the advert for the closing date for this vacancy, all applications must be submitted by 23:59 on this date. Following the closing date, we will contact you by email to let you know whether or not you have been shortlisted to participate in the next stage of the selection process. We try our best to inform all applicants within two working weeks following the closing date.

*At Edge Hill University we value the benefits a rich and diverse workforce brings to our community and therefore welcome applications from all sections of society.*