Researcher Development Fellow (Doctoral Training)

Graduate School

EHT2140-0724

Grade 9 Senior Lecturer. Points 36-40.
Salary for this grade: £44,263 - £49,794 per annum
Grade 10 Senior Lecturer. Points 41-45.
Salary for this grade: £51,283 - £57,696 per annum

Contract: Permanent
Hours: Full Time (37 hours per week)

About the Role

The Graduate School is seeking to appoint an academic member of staff on a 1.0 FTE basis to contribute to postgraduate researcher development through the design, delivery, management, and evaluation of doctoral training, including bespoke programmes necessary for international research degree partnerships, summer schools for postgraduate researchers and early career researchers, CPD, and research degree supervisor development. You will hold the role of MRes Lead and also provide high-quality individual and small group academic writing support for PGRs.

You will be expected to produce print and digital resources and contribute to projects, working groups, committees, and initiatives relevant to the role. That will involve developing good working relationships and networks across the University and outside the University in order to develop and maintain a high level of understanding of the researcher development agenda, including doctoral education, and initiatives across the sector. You will also engage in research in doctoral education and researcher development.

As part of the role, you will be a member of Research Degrees Sub-Committee, the Graduate School Board of Studies, and the Graduate School Bursary Fund panel.

You will be part of a relatively small but dynamic Graduate School team which coordinates and manages a much wider network across the University. You will, therefore, work collaboratively with colleagues across the institution. You will be required to work flexibly, including evenings and weekends on occasion.

Reward & Benefits

We want you to feel happy when you come to work and proud when you go home.

From the moment you join us you have the opportunity to enhance your skills. We offer various routes for progression, a range of specialist development sessions and academic development opportunities along with an award winning and comprehensive staff health & wellbeing programme (HR Excellence Awards 2017). This means you will receive a full academic induction, be enrolled if appropriate on our PGCTHE, benefit from the Edge Hill University CPD scheme (UKPSF) and our annual University Learning and Teaching Day all to support your professional development. You may also benefit from joining one of our selection of free evening foreign language classes, available to all staff.

This is just a taste of what we are able to offer you at Edge Hill University.

About Us

Edge Hill University is an ambitious institution, based on an attractive, award-winning 160-acre campus in Lancashire, close to Liverpool and Manchester. The University aspires to combine excellent research of reach and significance with a world-class student experience.

Edge Hill University was named Modern University of the Year in the Times and Sunday Times Good University Guide 2022 and shortlisted for the overall UK University of the Year award. With this award the University was called 'one of the shining stars of the modern university sector.' The award has come closely after Edge Hill was awarded University of the Year in the Educate North Awards 2020/21.

Edge Hill University appears in the Times Higher Global Rankings (801-1000) and has previously held the coveted UK University of the Year title, awarded by Times Higher Education in 2014/2015.

Other recent successes include a Global Teaching Excellence Spotlight Award (2018) from Advance HE in association with Times Higher Education, being ranked in the top 10 for teaching by the Times/Sunday Times Good University Guide 2017, top in the North West for student experience (Time Higher Education 2017), and top in the UK for student accommodation in the 2017 WhatUni Awards.

Edge Hill University has achieved both Athena Swan Bronze and the European Commission's 'HR Excellence in Research Award' (first awarded 2018 and reawarded 2021), which acknowledges alignment with the principles of the European Charter for Researchers and Code of Conduct for researcher recruitment. The process incorporates both the QAA Code of Practice for Research Degree Programmes and the Concordat to Support the Career Development of Researchers.

Duties and Responsibilities

1. Lead the coordination of the MRes, working with Graduate School staff and research degree coordinators to ensure high-quality academic support for PGRs working towards an MRes, rigorous examination, efficient administration, and clear communication.

2. Contribute, as a member of a team led by the Dean of the Graduate School, to the design, delivery, management and implementation of the core postgraduate researcher development programme and bespoke programmes as part of international research degree collaborations.

3. Provide individual and small group academic writing support for PGRs.

4. Produce print and digital postgraduate researcher development resources and contribute to projects, working groups, committees, and initiatives relevant to the role. This will include being a member of the Research Degrees Sub-Committee, the Graduate School Board of Studies, and the Graduate School Bursary Fund panel.

5. Design and deliver small-group workshops and larger-group classroom-based and online sessions for postgraduate researchers as part of the Graduate School's programme of postgraduate researcher development sessions and contribute to the planning of the postgraduate researcher development programme.

6. Contribute to the design, delivery, and evaluation of the University's Researcher Development Programme.

7. Build relationships and contacts across the Edge Hill University research community to develop knowledge, provide effective support to PGRs and supervisors, facilitate the exchange of information and effectively promote Graduate School initiatives.

8. Contribute to working groups and Graduate School fixed-term projects as appropriate.

9. Proactively develop good working relationships and networks across the University and outside the University in order to establish and maintain a high level of understanding of the researcher development agenda, including doctoral education, and initiatives across the sector.

10. Undertake REF-returnable research in a discipline that will benefit the University's strategic priorities (work in the arts and/or the humanities would be an advantage) and on research education doctoral education and researcher development) and use your knowledge of new developments, approaches, and good practice across the sector to inform benchmarking along with contributing to external networks in doctoral education and researcher development.

11. Attend external meetings and conferences and provide feedback on those events to inform the development and enhancement of practice in the Graduate School and the wider institution.

12. Keep accurate records in accordance with Graduate School procedures and ensure all relevant information in relation to the role is processed appropriately.

13. Contribute to the evaluation of the support given to postgraduate researchers, provide data/statistics, reports, and feedback as necessary to ensure the support meets the changing needs of the postgraduate research population.

14. Participate in staff development activities and develop new skills and awareness to meet the changing needs of the role.

If appointed to this post at Grade 10 you will also:

15. Design, deliver, manage, evaluate and develop the Graduate School's pre-doctoral framework for recruitment to research degrees.

16. Design, develop, deliver, manage, and evaluate summer schools for doctoral and pre-doctoral postgraduate researchers and early career researchers.

17. Design, develop, deliver, manage, and evaluate a Graduate School CPD offer.

Senior Lecturer (Grade 9)
Person Specification

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) & Presentation (P).

		Essential	Desirable	Method of Assessment (A,S,I,P)
Qualifications				
1.	Possession of a doctorate	*		A
2.	Teaching qualification	*		A
Knowledge & Skills				
3.	Knowledge and understanding of the range of support needs among postgraduate researchers and the challenges they face, including international postgraduate researchers, mature PGRs, part-time PGRs and those for whom reasonable adjustment is appropriate, along with experience of supporting such PGRs.	*		S/I
4.	Knowledge of the researcher development agenda and doctoral education and the ability to apply that to a range of contexts, particularly the pre-doctoral stage.	*		S/I
5.	Ability to contribute to postgraduate researcher development across the sciences, social sciences and arts & humanities.	*		S/I

		Essential	Desirable	Method of Assessment (A,S,I,P)
6.	Ability to engage in high-quality personal research and possession of the skills of a fully-trained researcher.	*		S/I
7.	Evidence of a sustained contribution to the design, delivery and evaluation of a programme designed to develop students to prepare them for further study at a higher level.	*		S/I

Experience

		Essential	Desirable	Method of Assessment (A,S,I,P)
8.	Experience of academic writing developments at a range of levels and detailed knowledge of methods for developing academic writers.	*		S/I
9.	Experience of engaging in personal research and the production of research outputs of a volume and standard necessary to contribute to one of the University's REF returns.	*		S/I
10.	Experience of working collaboratively with academic and other staff across the University to develop learning support interventions, particularly in relation to research degrees.	*		S/I
11.	Experience of engagement with non-academic stakeholders.	*		S/I
12.	The ability to deal with sensitive situations, handle conflict constructively, and maintain professionalism.	*		I
13.	Ability to proactively assess, plan and progress work activities, projects and changes within your own work area using initiative and judgement.	*		I

Competencies and Personal Attributes

13.	Enthusiasm	*		I
14.	Commitment	*		I
15.	Team working	*		I
16.	Good interpersonal skills	*		I
17.	Flexibility and adaptability	*		I

Senior Lecturer (Grade 10)
Person Specification

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) & Presentation (P).

		Essential	Desirable	Method of Assessment (A,S,I,P)
Qualifications				
1.	Possession of a doctorate	*		A
2.	Teaching qualification	*		A
Knowledge & Skills				
3.	Knowledge and understanding of the range of support needs among postgraduate researchers and the challenges they face, including international postgraduate researchers, mature PGRs, part-time PGRs and those for whom reasonable adjustment is appropriate, along with experience of supporting such PGRs.	*		S/I
4.	Knowledge of the researcher development agenda and doctoral education and the ability to apply that to a range of contexts, particularly the pre-doctoral stage. Ability to design, deliver and evaluate CPD activities relevant to the mission of the Graduate School.		*	S/I
5.	Ability to lead the design, delivery, and evaluation of a programme of postgraduate researcher development across the sciences, social sciences and arts & humanities.	*		S/I

	Essential	Desirable	Methods of Assessment (A,S,I,P)
Experience			
6. Ability to conduct high-quality research in a discipline relevant to the research priorities of the university and the potential to conduct high-quality research in doctoral education.	*		S/I
7. Experience of designing and developing innovative approaches to research and programmes to develop writing ability including experience of designing interactive digital learning opportunities and supporting materials.	*		S/I
8. Experience of engaging in personal research and the production of research outputs of a volume and standard necessary to contribute to one of the University's REF returns.	*		S/I
9. Experience of curriculum design, validation, and examination.	*		S/I
10. Substantial experience of building partnerships and collaborations to support strategic developments.	*		S/I
11. Experience of supervising and examining PhDs.	*		S/I
12. Experience of mentoring and developing academics.	*		S/I
13. Experience of supporting students between different levels of study and the ability to apply such experience to the development of a pre-doctoral framework.	*		S/I
14. The ability to deal with sensitive situations, handle conflict constructively, and maintain professionalism.	*		I

		Essential	Desirable	Methods of Assessment (A,S,I,P)
15.	Ability to proactively assess, plan and progress work activities, projects and changes within your own work area using initiative and judgement.	*		I
Competencies and Personal Attributes				
16.	Enthusiasm	*		I
17	Commitment	*		I
18.	Team working	*		I
19.	Good interpersonal skills	*		I
20.	Flexibility and adaptability	*		I

Candidate Guidance

When you are ready to start the formal application process, please visit our Current Vacancies page 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.

Please refer to the advert for the closing date for this vacancy, all applications must be submitted by 11.59pm 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.

Application > Shortlisting > Interview > Outcome

For informal enquiries about this vacancy, you may wish to contact: Dr Chris Lawton, Graduate School Manager at Lawtonc@edgehill.ac.uk.

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.