

Job Title:	Research Fellow A
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Responsible to:	Professor Deborah Dunn-Walters
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Responsible for:	Not applicable
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Job Summary and Purpose:
To undertake research in accordance with the specified research project(s) under the supervision of the principal investigator.

Main Responsibilities/Activities
<p>To undertake a range of research activities within a specified research area, assuming responsibility for specific areas of projects and making use of new research techniques and methods, in consultation with the research award holder or supervisor. This may include fieldwork, interviews, laboratory experimentation, critical evaluation and interpretation, computer-based data analysis and evaluation or library research.</p> <p>Using initiative and creativity to identify areas for research develop new research methods and extend the research portfolio. Keeping accurate records of research activity and methods. Analysing and interpreting results of own research. Write up results and prepare papers for submission to appropriate journals and conferences, and other outputs as required and/or appropriate. Attend appropriate conferences for the purpose of disseminating research results of personal development. The post holder may also contribute to writing bids for research grants and will contribute to collaborative decision making with colleagues in areas of research.</p> <p>Continually to update knowledge and develop skills, and translate knowledge of advances in the area into research activity.</p> <p>To plan and manage own research activity in collaboration with others. To carry out administrative tasks associated with specified research funding, for example risk assessment of research activities, organisation of project meetings and documentation. Implementation of procedures required to ensure accurate and timely formal reporting and financial control.</p> <p>To contribute to teaching in the Faculty by carrying out student supervision and/or demonstrating within the post holder's area of expertise and under the direct guidance of a member of departmental academic staff, as appropriate.</p> <p>The post holder may occasionally be required to supervise more junior research staff.</p>

Person Specification**The post holder must have:**

A doctoral degree in a relevant discipline. Consideration may also be given to individuals who do not hold a doctoral degree but have required skills based on a number of years experience in specified / relevant fields

The post holder will have authority over some aspects of project work and must be capable of providing academic judgement, offering original and creative thoughts and be able to interpret and analyse results.

Relationships and Contacts

Direct responsibility to the principal investigator or academic supervisor. The post holder may be asked to serve on a relevant Faculty committee. There may be additional reporting and liaison responsibilities to external funding bodies or sponsors. The post holder may work on original research tasks with colleagues in other institutions.

Special Requirements

To be available to participate in fieldwork as required by the specified research project

All staff are expected to:

- Positively support equality of opportunity and equity of treatment to colleagues and students in accordance with the University of Surrey Equal Opportunities policy.
- Help maintain a safe working environment by:
 - Attending training in Health and Safety requirements as necessary, both on appointment and as changes in duties and techniques demand
 - Following local codes of safe working practices and the University of Surrey Health and Safety Policy
- Undertake such other duties within the scope of the post as may be requested by your Manager.

Addendum This document provides additional information relating to both specific aspects of the post/faculty and any post specific person specification criteria. The information contained within this document should always be read in conjunction with the accompanying generic Role Profile.

Job Title: **Research Fellow – Multiscale Analysis of Class Switching and function**

This post is available in the Dunn-Walters laboratory and is available until 30th November 2024 in the first instance

Individuals must be willing to attend lab meetings at University College London on an occasional basis.

Person Specification

This section describes the sum total of knowledge, experience & competence required by the post holder that is necessary for standard acceptable performance in carrying out this role. This is in addition to the criteria contained within the accompanying generic Role Profile.

	Essential/ Desirable
1. Ability to relate well to students, following EDI principles to help them in their studies.	E
2. Experience in cell sorting	D
3. PhD in a relevant discipline	E
4. Experience in single cell transcriptome lab work and analysis	D
5. Good IT, organisational and administrative skills	E
6. Excellent verbal and written communication skills	E
7. Willingness to take responsibility	E
8. Experience in cell culture of lymphocytes	E
9. Knowledge of immunoglobulin repertoire genetics	D
10. Experience in trouble shooting laboratory experiments	D
11. Experience of writing research reports and papers	E
Special Requirements	Essential/ Desirable

Key Responsibilities

This document is not designed to be a list of all tasks undertaken but an outline record of any faculty/post specific responsibilities (5 to 8 maximum). This should be read in conjunction with those contained within the accompanying generic Role Profile.

To carry out research on B cell development. Specifically in analysis of class switching response to challenge in vivo and in vitro. To work as part of an interdisciplinary team on a program grant funded by the BBSRC, alongside bioinformatics and cellular immunology colleagues. To interpret data from large datasets in context of B cell biology. To supervise PhD and undergraduate students where appropriate. To keep accurate records of all lab samples, methods, data and activity.