

Research Role Profile

Job Title:	Research Assistant
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Responsible to:	Dr Natalie Riddell
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Responsible for:	There is no direct supervisory responsibility
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Job Summary and Purpose:
To support research activity in accordance with specified research project(s) under the supervision of the principal investigator

Main Responsibilities/Activities
<p>To support a research team by contributing to the planning of research projects and undertaking prescribed research tasks in accordance with specified research project(s), making use of standard research techniques and methods. These may include fieldwork, interviews, laboratory experimentation, computer-based data analysis or library research as directed by the research award holder and will entail co-ordinating own work with that of others to avoid conflict or duplication of effort. Analysing and interpreting results of own research, under the guidance of research award holder or supervisor. Write up results and contribute to the preparation of 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.</p> <p>Continually update knowledge and develop skills</p> <p>To carry out routine administrative tasks associated with a specified research project, for example risk assessment of research tasks, organisation of project meetings and documentation. This will entail planning own day-to-day research activity within the framework of the agreed programme, dealing with problems that may affect the achievement of research objectives and deadlines and implementing procedures required to ensure accurate and timely formal reporting and financial control</p> <p>Demonstrating, or occasionally assisting with undergraduate supervision within the post holder's area of expertise and under the direct guidance of a member of the Faculty academic staff.</p>

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Person Specification

The post holder must have:

A first degree or a professional qualification or equivalent in a relevant subject.

At least part-completed a relevant doctoral degree or have relevant experience in a given field.

Whilst there is no requirement for previous work experience, the post holder will be expected to be able to support research activities by performing experiments and/or undertaking studies and analysing/ interpreting results.

Relationships and Contacts

Direct responsibility to the principal investigator or academic supervisor.

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.

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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 Job Purpose.	
Job Title:	Research Assistant/ technician in Immunology
<u>Background Information/Relationships</u> We invite applications from motivated scientists to support a project investigating adrenergic regulation of immunosenescence and cognitive decline across the life course. You will join a multidisciplinary team of immunologists and neuroscientists to examine relationships between sympathetic nervous system activity, immune function, inflammation, and cognition in a cross-sectional human study. Based in the group of Dr Natalie Riddell, working with Dr Ciro della Monica and colleagues in the Immunology Section and Surrey Sleep Research Centre, you will use state-of-the-art facilities to characterise systemic inflammation, immune responses to immunological and adrenergic challenges, and their links to cognitive function and autonomic activity. This project is funded by The Vivensa Foundation.	
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 Job Purpose.	
Qualifications and Professional Memberships	Essential/ Desirable
A research degree (BSc) in a relevant subject	Essential
Technical Competencies (Experience and Knowledge) This section contains the level of competency required to carry out the role (please refer to the competency framework for clarification where needed and the Job Families Booklet).	Essential/ Desirable
Experience of conducting human studies (e.g. GCP)	Essential
Experience of handling human tissue (including HTA regulations), PBMC isolations, and cell activation techniques	Essential

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Experience of large panel (full spectrum) flow cytometry staining and data acquisition	Essential
Experience of full spectrum flow cytometry data processing and analysis	Desirable
Key Responsibilities <p>This document is not designed to be a list of all tasks undertaken but an outline record of any faculty/post specific responsibilities. This should be read in conjunction with those contained within the accompanying generic Job Purpose.</p>	
<ol style="list-style-type: none"> 1. conducting human research 2. collecting and processing human samples in line with Human Tissue Act regulations 3. planning and performing cellular and molecular immunology experiments (including full-spectrum flow cytometry and immunoassays) 4. measuring autonomic function 5. undertaking cognitive assessments 6. supporting study organization 7. data analysis <p>N.B. The above list is not exhaustive.</p>	