# Research Role Profile

<table>
<thead>
<tr>
<th><strong>Job Title:</strong></th>
<th>Research Fellow (1A)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Responsible to:</strong></td>
<td>Principal investigator</td>
</tr>
<tr>
<td><strong>Responsible for:</strong></td>
<td>Not applicable</td>
</tr>
</tbody>
</table>

## 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

- 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.

- Using initiative and creativity to identify areas for research develop new research methods and extend the research portfolio. 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.

- Continually to update knowledge and develop skills, and translate knowledge of advances in the area into research activity.

- 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.

- 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.

- The post holder may occasionally be required to supervise more junior research staff.
Research Role Profile

Person Specification

The post holder must have:
A doctoral degree in a relevant discipline (although individuals who have almost completed a doctoral degree may be appointed). 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 and to carry out experimental work as required by the specified research project, to participate at the meetings 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.
Job Title: Research Fellow (1A)

Job Summary and Purpose:
The What Works Network is a new initiative to improve the use of high quality evidence when government makes decisions about public services. The initiative is supported by, and answerable to, the Cabinet Office. The What Works Centre for Crime Reduction (WWCCR) is a three year Partnership Programme (comprising a consortium of seven Universities) to support the WWCCR within the College of Policing. It is funded by the ESRC and the Home Office. Although based at the College of Policing the research spans a wide area including:

1. Developmental and social prevention
2. Correctional interventions
3. Drug treatment interventions
4. Sentencing and deterrence
5. Community interventions

The WWCCR proposes to draw on the main methods currently used both to synthesise evidence and to conduct evaluations. The reviews will not concentrate on any individual approach, but will tailor the approach to fit the nature of the available research that is being summarised.

The researcher will be involved with the Surrey strand of the work package 2 which aims to systematically map and synthesise evidence across one (possibly two) specified crime reduction priority area, using both qualitative and quantitative evidence. It is likely that the topic will relate to community engagement and aspects of community policing.

The successful applicant will work under the direction of Prof N Fielding and Drs K. Bullock and J. Fielding. They will support the systematic review process including literature searching, synthesis processing and conceptual work in respect of Surrey’s contribution to WP2. They will also be involved with the preparation of materials for research dissemination; writing papers for publication.

Main Responsibilities/Activities
The postholder will contribute to the successful delivery of the grant, including:

- Devising and undertaking a search strategy in liaison with information specialists and members of the investigative team
- Retrieving studies and making decisions about study eligibility
- Managing references in a reference management programme
- Assessing studies for risk of bias using Campbell/Cochrane methodology
- Data extraction from eligible studies
- Synthesising data and conducting formal meta-analysis using appropriate software
- Interpretation of results and drafting of the review for publication and study reports
Research Role Profile

- Writing up the review
- Contributing to review articles
- Making presentations at national and international conferences and similar events
- Disseminating the results of the grant to scientific audiences and to non-scientific user groups
- Communicating complex information, orally, in writing and electronically.

Person Specification

The post holder must have:
- A MSc / PhD (or close to completion) in the social sciences or social research methods
- A good first degree or equivalent qualification in the social sciences

Relevant Experience:
- Very good knowledge of statistics and quantitative and qualitative methods
- Experience of preparing written reports of results of research; ideally demonstrated by publications in peer-reviewed journals
- Experience of independent contribution to research projects.
- Experience of presenting at national and/or international research meetings.

General & Special Knowledge
- Knowledge of the design, conduct and reporting of systematic reviews
- Knowledge of the statistical techniques used for meta-analysis
- Demonstrable ability to write up research work for publication
- Able to contribute to the management of a research project
- Excellent scientific writing skills with an ability to convey numerical information in words
- Able to extract and analyse data with minimal or no errors; very high standard of attention to detail.
- Able to use a range of computer software packages including Word and systematic review-relevant software (ideally, otherwise, training can be provided).

Competencies & Skills
- Good communication skills
- Commitment to high-quality research, including hard-working with excellent attention to detail
- Strong organisational skills and personal initiative
- Ability to work within a small team and to integrate activities within the framework of a larger project

Relationships and Contacts
Direct responsibility to the principal investigator, Prof Nigel Fielding. 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 at other universities as appropriate.