

THE POST

College:	College of Engineering, Mathematics and Physical Sciences http://emps.exeter.ac.uk/
Post:	Research Fellow
Reference No:	P49795
Grade:	F
HERA:	RFEL
Reporting To:	Geoffrey Vallis

The above full-time post is available immediately for 30 months in the College of Engineering, Mathematics and Physical Sciences.

Job Description

Main purpose of the job:

The job will study the interaction of physical processes with the large-scale circulation of the atmosphere and changes in surface climate. The successful applicant will work closely with Professor Geoffrey K. Vallis and Dr Hugo Lambert. This post is part of the Met Office Newton Fund Climate Science for Service Partnership, China (CSSP).

Main duties and accountabilities:

1. To undertake research as appropriate to the field of study including:
 - Acting as principal investigator on research projects;
 - Developing research objectives, projects and proposals;
 - Conducting individual or collaborative research projects;
 - Identifying sources of funding and contributing to the process of securing funds;
 - Extending, transforming and applying knowledge acquired from scholarship to research and appropriate external activities;
 - Writing or contributing to publications or disseminating research findings using media appropriate to the discipline;
 - Making presentations at conferences or exhibiting work in other appropriate events;
 - Assessing, interpreting and evaluating outcomes of research;
 - Developing new concepts and ideas to extend intellectual understanding;
 - Resolving problems of meeting research objectives and deadlines;
 - Developing ideas for generating income and promoting research area;
 - Developing ideas for application of research outcomes;
 - Deciding on research programmes and methodologies, often in collaboration with colleagues and sometimes subject to the approval of the head of the research programme on fundamental issues.
2. To contribute to teaching and learning programmes in the School and to supervise postgraduate research students.
3. To act as research team leader including:
 - Mentoring colleagues with less experience and advising on their professional development;
 - Coaching and supporting colleagues in developing their research techniques;

- Supervising the work of others, for example in research teams or projects;
 - Developing productive working relationships with other members of staff;
 - Co-ordinating the work of colleagues to ensure equitable access to resources and facilities;
 - Dealing with standard problems and help colleagues to resolve their concerns about progress in research.
4. To routinely communicate complex and conceptual ideas to those with limited knowledge as well as to peers using high level skills and a range of media and to present the results of scientific research to sponsors and at conferences.
5. To plan, co-ordinate and implement research programmes including:
- Managing the use of research resources and ensure that effective use is made of them;
 - Managing research budgets;
 - Helping to plan and implement commercial and consultancy activities;
 - Planning and managing own consultancy assignments.

This job description summarises the main duties and accountabilities of the post and is not comprehensive: the post-holder may be required to undertake other duties of similar level and responsibility. Please visit the Human Resources website to view the Research Fellow role profiles.

Person Specification

Competency	Essential	Desirable
Attainments/Qualifications	PhD or equivalent in a related field of study.	Be a nationally recognised authority in the subject area.
Skills and Understanding	Possess sufficient specialist knowledge in the discipline to develop research programmes and methodologies.	Record of research output in nationally recognised publications.
Prior Experience	Experience of conducting risk assessments and understanding of health and safety legislation	Experience of managing research projects and research teams. Successful in obtaining grant funding. Experience of postgraduate teaching and supervision. Experience of acting as principal investigator on research projects.
Behavioural Characteristics	Excellent written and verbal communication skills. Able to communicate complex and conceptual ideas to a range of groups. Evidence of the ability to collaborate actively within the Institution and externally to complete research projects and advance thinking. Able to participate in and develop external networks. Able to identify sources of funding, generate income, obtain consultancy projects, or build relationships for future activities. Able to balance the pressures of research, administrative demands and competing deadlines.	

Informal Enquiries

Before submitting an application you may wish to discuss the post further by contacting Professor Geoffrey Vallis telephone (01392) 725710 and email G.Vallis@exeter.ac.uk.

Additional Information Relating to the Post

Salary

The salary will be £33,242 on Grade F, depending on qualifications and experience.

An increment will be payable on 1 August each year until the top of the scale is reached (subject to being in post for 6 months and satisfactory performance). The scale will be subject to a cost of living review each year.

Hours of work

There are no specific hours of work but staff are required to work such hours as are necessary to carry out the duties associated with the appointment

Annual Leave

The annual leave entitlement for full-time appointments is 41 days per calendar year (pro rata for part-time appointments). For further information see our website <http://www.admin.ex.ac.uk/personnel/leave.shtml>.

Probationary Period

The appointment will normally be subject to a probationary period of one year.

References & Medical Clearance

All appointments are subject to satisfactory reference and medical checks and individuals will be required to complete a medical assessment form before appointment is confirmed. Applicants should note that the University normally contacts referees for short-listed applicants without further advice to applicants. When advising of referees, if they are resident overseas, please ensure you supply fax numbers and/or email addresses enabling us to contact them (if necessary) without delay.

Right to Work in the United Kingdom

If you do not have the right to work in the UK, this appointment will be subject to the University successfully obtaining a Certificate of Sponsorship under the UK's Points Based System for migrant workers and to you obtaining Entry Clearance/Leave to Remain.

For further information, see the Home Office website at <http://www.ukba.homeoffice.gov.uk/>. In particular you are encouraged to undertake a self assessment of your eligibility to work in the UK using the link to www.ukba.homeoffice.gov.uk/pointscalculator.

Terms & Conditions

The Terms and Conditions of Employment can be viewed on line by visiting <http://www.exeter.ac.uk/staff/employment/conditions/terms/>

Pensions

Membership of the Universities' Superannuation Scheme (USS) is automatic provided that you meet the qualifying criteria for membership. The USS is a contracted-out scheme. USS scheme has two sections: Final Salary and Career Revalued Benefits; which section you will be eligible for will depend on any previous membership of USS. An information leaflet concerning the qualification rules for both the sections is enclosed; more detailed information about the USS scheme structure can be found at www.uss.co.uk. **IF you have been in USS before, you are strongly requested to contact the Pay and Benefits Office as soon as you can so that possible membership of the Final Salary benefits section can be investigated.** The University, as your employer, contributes such sums as will be required to maintain the full benefits of the scheme. You may opt out of the scheme; if you wish to do so, you should contact the Pay and Benefits Manager, Mrs Alison Rose (01392 263088/email a.j.rose@exeter.ac.uk) for further information. Further information about Pension Salary Exchange is available from the Human Resources website www.admin.exeter.ac.uk/personnel or from the Pensions Office.

Relocation

You may be able to claim relocation expenses in accordance with the University's Relocation Assistance Scheme. The maximum allowance that you can reclaim under the Relocation Assistance Scheme, if eligible, is 10% of salary.

Short-listing Information

We will acknowledge your application by email. The University of Exeter recognises the time and effort taken to apply for a position and will contact you by email to inform you of results of shortlisting

Application Procedure and Interview Information

The closing date for completed applications is **Monday 14 September**.

Data Protection Act (1998)

The information contained within your application is being requested to enable the University to make employment decisions and meet statutory obligations. Any information provided to the University in this context will be treated confidentially and used only by manager(s), member of the University, Human Resources, Superannuation and Payroll during the course of your employment. Where the application relates to a post which is externally funded this information may be passed onto the relevant funding body.