

THE POST

College/Service:	College of Humanities
Post:	Postdoctoral Research Associates
Reference No:	P60347
Grade:	E
Reporting To:	Head of History

Job Description

Main purpose of the job:

Post 1

To undertake research to support Professor James Mark on the project '1989 after 1989. Rethinking the Fall of State Socialism in Global Perspective' (<http://1989after1989.exeter.ac.uk/>) This full-time Leverhulme Trust-funded post is available immediately on a fixed term basis of 12 months. Research will focus on economic, political and cultural aspects of the 'global 1989'.

Post 2

To undertake research on the AHRC-funded 'Socialism Goes Global Cold War Connections Between the 'Second' and 'Third Worlds' project based at the University of Exeter (<http://socialismgoesglobal.exeter.ac.uk/>). This full-time post is available immediately on a fixed term basis of 9 months. Research will focus on the themes of gender and labour.

Post 3

To undertake research on the AHRC-funded 'Socialism Goes Global Cold War Connections Between the 'Second' and 'Third Worlds' project based at the University of Exeter (<http://socialismgoesglobal.exeter.ac.uk/>). This full-time post is available immediately on a fixed term basis of 9 months. Research will focus on the themes of war, peace and authoritarianism.

Main duties and accountabilities:

1. To undertake research as appropriate to the field of study including:
 - Undertaking a broad range of research assignments, including archival research in eastern Europe and at international organisations;
 - Developing research objectives and proposals for own or joint research;
 - Dealing with problems which may affect the achievement of research objectives and deadlines;
 - Maintaining databases, keeping accurate written and computerised records and ensuring data is stored securely and managed in accordance with the Data Protection Act;
 - Conducting literature and database searches as required;
 - Analysing and interpreting the results of own research and generating original ideas based on outcomes;
 - Contributing to the production of publications;
 - Presenting information on research progress and outcomes to the research groups and at conferences and similar events;
 - Making use of appropriate research techniques and methods;

- Writing up research work for publication;
- Using creativity to analyse and interpret research data and draw conclusions on the outcomes.
- Using initiative and creativity to identify areas for research, developing new research methods and extending the research portfolio.

2. To work in collaboration with colleagues including:

- Liaising with members of the research team and other colleagues as appropriate to the research project;
- Contributing to collaborative decision making within the research group;
- Contributing to the production of collaborative research reports and publications.
- Preparing papers and presenting information on research progress and outcomes to bodies supervising research, e.g. steering groups.

3. To communicate complex information, orally, in writing and electronically.

4. To prepare proposals and applications to external bodies, e.g. for funding and contractual purposes

5. To contribute to the planning of research projects.

6. To use research resources, laboratories and workshops as appropriate and to take responsibility for reducing hazards and for the health and safety of others. Where appropriate, will also be responsible for conducting risk assessments.

7. To monitor research budgets as appropriate.

8. To engage in continuous professional development and to be responsible for continually updating knowledge and understanding in field of study or specialism and for developing skills.

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 nearing completion) or equivalent qualification/experience in a related field of study.	Experience working in twentieth century history and/or histories of socialism and/or histories of decolonisation/globalisation. Applicants with equivalent experience/ qualifications in related disciplines outside History are also encouraged to apply.
Skills and Understanding	Sufficient knowledge in the discipline and of research methods and techniques to work within established research programmes. Capacity to read (not necessarily speak/write) to a high level in at least one relevant Central/ Eastern European language, and to work in academic English.	Capacity to read more than one relevant regional language.
Prior Experience	Experience of archival research Understanding of health and safety legislation	Experience of researching in archives in central/eastern Europe, and/or of archives of international organisations.
Behavioural Characteristics	Excellent written and verbal communication skills.	

	<p>Able to communicate material of a specialist nature.</p> <p>Able to manage research and administrative activities and to balance the competing pressures of research.</p> <p>Able to liaise with colleagues and students.</p> <p>Computer literate.</p> <p>Able to build contacts and participate in internal and external networks for the exchange of information and collaboration.</p> <p>Actively participate as a member of a research team</p> <p>Engage in continuous professional development.</p> <p>Understand equal opportunity issues as they may impact on areas of research content</p> <p>Where appropriate to the role, willingness to undergo training in order to conduct risk assessments</p>	
Circumstances	Willing to work flexibly to achieve project demands, including travel to archives.	

Terms & Conditions

Our Terms and Conditions of Employment can be viewed [here](#).

Further Information

Please see our [website](#) for further information on working at the University of Exeter.