



UNIVERSITY OF LEEDS

## CANDIDATE BRIEF

**Research Assistant: Enhancing Management Learning, Leeds University Business School**



**Salary: Grade 6 (£27,511 – £32,817 p.a.)**

**Reference: LUBSC1465**

**Fixed-term for 12 months**

**We will consider job share and flexible working arrangements**



# Research Assistant: Enhancing Management Learning Leeds University Business School

**Are you an early career researcher looking for your first challenge? Do you want to further your career in one of the UK's leading research intensive Universities?**

Working with a Pedagogical Research Team in the Management Division at Leeds University Business School. For the first position, you will work predominantly on a project to develop an initiative to improve the lived experience of Masters' level international students; you will undertake literature searching, focus groups, initiative design, basic qualitative and quantitative analysis and report writing.

For the second position, you will work predominantly on a project to evaluate the soft skills learned during the students' pathway and develop creative outputs that describe these pathways; you will include literature searching, survey development, interviews, and developing of written, audio and/or video outputs.

## What does the role entail?

As a Research Assistant your main duties will include:

- Writing reports, undertaking literature reviews and preparing papers for publication, with guidance as necessary;
- Working both independently and as part of a larger team of researchers and stakeholders;
- Supporting research activities, including contributing to research results and outputs and to the generation of independent and original ideas, ensuring a successful programme of investigation;
- Conducting interviews, collating and analysing data;
- Participating in the research group and presenting research output where appropriate;
- Contributing to the research culture of the School, where appropriate;
- Continually updating your knowledge, understanding and skills in the research field.

These duties provide a framework for the role and should not be regarded as a definitive list. Other reasonable duties may be required consistent with the grade of the post.



## What will you bring to the role?

As a Research Assistant you will have:

- A Masters in the Management or a closely allied discipline;
- Good interpersonal and communication skills, both written and verbal and the ability to communicate effectively with a wide range of stakeholders;
- Well-developed analytical skills;
- Good time management and planning skills, with the ability to meet tight deadlines;
- A proven ability to work well both individually and in a team;
- The ability to work unsupervised and to use your own initiative.
- Demonstrated experience of working across cultures and intercultural competencies
- Evidence of research methods expertise, both quantitative and qualitative

## How to apply

You can apply for this role online; more guidance can be found on our [How to Apply](#) information page. Applications should be submitted by **23.59** (UK time) on the advertised closing date.

## Contact information

To explore the post further or for any queries you may have, please contact:

**Dr Emma Gritt, Teaching Fellow**

Tel: +44 (0)113 343 8880

Email: [E.L.J.Dunkerley@leeds.ac.uk](mailto:E.L.J.Dunkerley@leeds.ac.uk)

Or

**Ms Louisa Hill, Associate Professor**

Tel: +44(0)113 343 1702

Email: [L.Hill@leeds.ac.uk](mailto:L.Hill@leeds.ac.uk)

## Additional information



## **Working at Leeds**

Find out more about the benefits of working at the University and what it is like to live and work in the Leeds area on our [Working at Leeds](#) information page.

## **Candidates with disabilities**

Information for candidates with disabilities, impairments or health conditions, including requesting alternative formats, can be found on our [Accessibility](#) information page or by getting in touch with us at [disclosure@leeds.ac.uk](mailto:disclosure@leeds.ac.uk).

## **Criminal record information**

### **Rehabilitation of Offenders Act 1974**

A criminal record check is not required for this position. However, all applicants will be required to declare if they have any 'unspent' criminal offences, including those pending.

Any offer of appointment will be, in accordance with our Criminal Records policy. You can find out more about required checks and declarations in our [Criminal Records](#) information page.

