



UNIVERSITY OF LEEDS

CANDIDATE BRIEF

Research Assistant, Leeds Institute for Teaching Excellence



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

Reference: LITEI1027

Fixed-term 0.5 fte until 30 June 2020 due to specialist skills/project for a limited period

We will consider flexible working arrangements

Research Assistant

Leeds Institute for Teaching Excellence

The Leeds Institute for Teaching Excellence are seeking a fixed-term Research Assistant to support the completion of the Leeds Curriculum Evaluation Project. The Research Assistant will primarily be involved in the analysis and synthesis of quantitative and qualitative data already captured. This will also include synthesising the findings into a report for presentation to key university committees.

The project provides an ideal opportunity for a recently completed PhD researcher seeking short-term research experience, or a current PhD researcher with time available (for example, during the writing-up period).

What does the role entail?

As Research Assistant your main duties will include:

- Undertaking data interrogation and analysis of quantitative and qualitative data already captured as part of the Leeds Curriculum Evaluation Project;
- Synthesising findings identified through data analysis into a final report highlighting key recommendations to university leaders;
- Working both independently and collaboratively as part of the wider project team and key stakeholders;
- Supporting the research project through contributing to the research results and outputs and generating independent and original ideas, ensuring the project is brought to successful completion;
- Participating in the research group and presenting research output where appropriate.

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/PhD in a social science or 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;
- 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:

Tina Overton, Director of LITE

Tel: +44 (0)113 343 4250

Email: T.L.Overton@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.

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.

