



THE POST

College: Institute of Arab and Islamic Studies

Post: Postdoctoral Research Associate

Reference No: P68444

Grade: E (sp26)

HERA: ARF

Reporting To: Clémence Scalbert Yücel

Responsible For: Research to support Clémence Scalbert Yücel

The above full-time post is available from 15 September 2019 to 15 September 2020 in the IAIS.

Job Description

Main purpose of the job:

The successful applicant will conduct research as directed by the project PI and as part of the CKS team.

The post will include: library work, archives and field research on Kurdish literatures; working with the PI to research and write up publications on the topic; working with the PI to prepare proposals and applications for external funding bodies

Main duties and accountabilities:

1. To undertake research as appropriate to the field of study including:
 - Writing up research work for publication;
 - Developing research objectives and proposals for own or joint research;
 - Making presentations at national and international conferences and similar events;
 - Dealing with problems which may affect the achievement of research objectives and deadlines;
 - Analysing and interpreting the results of own research and generating original ideas based on outcomes;
 - Using new research techniques and methods;
 - Using initiative and creativity to identify areas for research, developing new research methods and extending the research portfolio;
 - Using creativity to analyse and interpret research data and draw conclusions on the outcomes.
2. To contribute to teaching and to be involved in the assessment of student knowledge including assisting in the supervision of student projects and in the development of student research skills.
3. To work in collaboration with colleagues as appropriate to the field of study including:
 - 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.
4. To communicate complex information, orally, in writing and electronically.
5. To prepare proposals and applications to external bodies, e.g. for funding and contractual purposes

6. To contribute to the planning of research projects.
7. 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.
8. To monitor research budgets as appropriate.
9. 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 (OPTIONAL or nearing completion) or equivalent qualification/experience in a related field of study.	
Skills and Understanding	Sufficient knowledge in the discipline and of research methods and techniques to work within established research programmes. Knowledge of Kurdish language(s) (Sorani Kurdish will be a plus)	Evidence of research activity and published research. Knowledge of other Middle Eastern languages.
Prior Experience	Understanding of health and safety legislation.	Experience of undergraduate teaching.
Behavioural Characteristics	Excellent written and verbal communication skills. Able to communicate material of a specialist or highly technical nature. Able to manage research and administrative activities and to balance the competing pressures of research and administrative demands and deadlines. Able to liaise with colleagues and students. Able to build contacts and participate in internal and external networks for the exchange of information and collaboration. Able to identify potential sources of funding. Actively participate as a member of a research team Engage in continuous professional development. Understand equal opportunity issues as they may impact on areas of research content Where appropriate to the role, willingness to undergo training in order to conduct risk assessments	

Circumstances	Willing to work flexibly to achieve project demands	
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Informal Enquiries

Before submitting an application you may wish to discuss the post further by contacting Dr. Clemence Scalbert Yucel, telephone 01392 725254 or email c.scalbert-yucel@exeter.ac.uk.

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.