



THE POST

College:	Humanities
Post:	Associate Research Fellow
Reference No:	R10961/P42913
Grade:	E
HERA:	ARF
Reporting To:	Professor Andrew McRae

The above full-time post is available from 1 April 2012 to 31 March 2015 in the College of Humanities.

Job Description

The successful applicant will support work on the AHRC-funded 'Stuart Successions Project', assuming a central role in the project team. This project, for which the Co-Investigator is Dr. Paulina Kewes (University of Oxford), aims to revitalize debates about political literature and values across the Stuart era by focusing on writing produced at moments of succession. It will produce an online database, cataloguing the field of succession literature, and generate a range of editorial and interpretative work.

Main purpose of the job:

The successful applicant will be required to devote roughly 50% of his/her time to compiling an online database cataloguing items of 'succession literature' produced in response to the accession of each of the six Stuart monarchs. The remaining 50% of his/her time will be devoted to a range of tasks relating to the project: i.e. co-editing a volume of primary material; writing a single-authored essay for publication in a co-edited volume of essays; writing one co-authored journal article; presenting work at conferences and colloquia; organization of colloquia and public events; management of the project website.

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 conducting risk assessments, reducing hazards and for the health and safety of others.
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 completed or near-completion in a related field of study.	
Skills and Understanding	Excellent knowledge in the discipline and of research methods and techniques to work within the research programme.	Evidence of research activity and published research. Relevant language skills.
Prior Experience		Experience in the editing of primary texts. Website and database experience.
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. 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	
Circumstances		

Informal Enquiries

Before submitting an application you may wish to discuss the post further by contacting Professor Andrew McRae, Professor of Renaissance Studies and Associate Dean, Education, telephone (01392 724258) or email a.mcrae@exeter.ac.uk.