

Criteria for Promotion to Research Associate (Grade 6)

Applicants will be expected to satisfy the criteria listed in the area of research activity. It is not necessary for applicants to provide evidence to support all the criteria listed in the categories of teaching, academic enterprise and knowledge transfer and service and leadership. Whilst it is not generally expected that applicants will be required to provide evidence to support some of the criteria in teaching there is a requirement to provide evidence of contribution to academic enterprise and knowledge transfer and service and leadership. This will ultimately be a matter of judgement for the SPC/FPC.

Applicants will be assessed in each area by a SPC/FPC as having performed below the normal level of achievement for a Research Assistant (Grade 5) or at the normal level of achievement for a Research Assistant (Grade 5), or at a level of achievement for promotion to Research Associate (Grade 6). In all cases norms for the discipline will be taken into account.

Whilst it is not expected for applicants to have contributed in the area of teaching and scholarship where this is the case the contribution should be taken into account and may compensate for a lower level of contribution to service and leadership. However a lower performance in research cannot be compensated by excellence in other areas.

For each of the areas of activity there is a list of factors (see below) to indicate how a SPC/FPC will make its assessment.

Research

A normal level of achievement for Research Grade 5

- Ability to undertake basic research, by preparing, setting up and conducting research projects under supervision
- Ability to collect information in a systematic manner based on an understanding of the principles behind the research design and taking full account of relevant issues of research integrity
- Analyse and interpret the results of own research
- Conduct literature searches
- Write up results of own research
- Contribute to research report and collective publications

The level of achievement for promotion to Research Grade 6

- Develop research objectives and proposals for own or joint research with some support from manager, if required
- Use initiative and creativity to identify areas for research, develop new research methods and extend the research portfolio
- Undertake individual and collaborative research projects
- Write up own research work for publication
- Continually update own knowledge and understanding in chosen field

- Involved in/contribute to preparing proposals and applications to external bodies, e.g. for funding applications and/or contracts
- Manage own research and administrative activities with guidance from manager if required
- Use creativity to analyse and interpret research data and draw conclusions on the outcomes.
- Communicate material of a specialist or highly technical nature to academic audiences (for example conferences and seminars)

Service and Leadership

A normal level of achievement for Research Grade 5

- Attend, contribute and actively participate in team meetings
- Provide guidance as required to support staff and any students who may be assisting with research
- Contribute to decisions affecting the team

The level of achievement for promotion to Research Grade 6

- Evidence of collaboration with colleagues on areas of shared interest
- Build internal contacts and participate in internal networks for the exchange of information and to form relationships for future collaboration
- Contribute to collaborative decision making with colleagues in areas of research
- Some evidence of involvement in public and employee engagement (this will require further definition initially at a University level)

Teaching

A normal level of achievement for Research Grade 5

- May contribute to introductory courses or training, for example on the use of research methods and equipment

The level of promotion to Research Grade 6

- Contribute to the assessment of student knowledge
- Co-supervise/assist in supervising students e.g. PhD students and/or undergraduate projects

Academic Enterprise and Knowledge Transfer

A normal level of achievement for Research Grade 5

- Report research progress and present information on research findings at team meetings and similar bodies
- Make internal and external contacts to develop knowledge and understanding and form relationships for future collaboration

The level of achievement for promotion to Research Grade 6

- Presentation of research at departmental seminars and/or conferences or other relevant events, including research steering groups and similar bodies
- Translate knowledge of advances in the subject area into research activity
- Join external networks to develop knowledge, share information and identify potential sources of funds