



OPPORTUNITY

Where change
gets real.



Reference: 1013-25

Grade: 09

Salary: £47,389 per annum

Contract Type: Fixed Term (until 31/10/2029)

Basis: Full Time

Job description

Job Purpose:

Aston University's 2030 Strategy is **Inclusive, Entrepreneurial** and **Transformational**. We are building a new model of university for a changing world. Our vision is to be a leading university of science, technology and enterprise, measured by the positive transformational impact we achieve for our people, students, businesses and communities we serve.

Reporting to the Project Lead for the Research England funded 'Artificial Intelligence Researcher Development Network Plus (AI.RDN+)' project, the Senior Researcher Developer will be based in the Department of Society and Politics, in the School of Law and Social Sciences. Working with an interdisciplinary team on this four year project, the successful candidate will take a leading role in capturing practice, identifying innovation and translating these into useable knowledge to support the adoption and innovative use of publicly available artificial intelligence tools across the doctoral ecosystem. This includes leading an extensive consultation process with a diverse range of doctoral stakeholders (doctoral researchers, supervisors, examiners, professional services staff and graduate schools), the analysis and reporting of the findings from these and their translation into a range of multi-media outputs and training and professional development resources, and academic publications.

To do this the successful candidate will ideally possess a doctorate and be able to organise and deliver complex workstreams, track outcomes against key performance indicators (KPIs), and collaborate with a large and diverse group of supporting universities and internal and external stakeholders. Strong experience of data gathering and analysis involving individual and groups of participants is also essential, as is experience of disseminating and communicating project findings. A strong background in or knowledge/experience of postgraduate research and/or researcher development would be advantageous, as would experience of working in a large and complex project involving a diverse range of stakeholders. The successful candidate will thus be solutions-focused, capable of driving forward and delivering key project outcomes, able to work independently and as part of an interdisciplinary team, and able to foster effective working relationships with the project team and diverse stakeholders in support of the project's aims.

Main Duties/Responsibilities

- ▶ Take a leading role in the design and conduct of multi-method consultation and information gathering activities across all workpackages and key stakeholders
- ▶ Take a leading role in the analysis of information and practice, and the translation of these into high-quality assets for public dissemination and as appropriate to a diverse range of media and users
- ▶ Take a leading role in the creation, piloting and roll-out of skills training and professional development programmes for doctoral students and doctoral supervisors
- ▶ Take a leading role in the development of an AI national network of Researcher Developers
- ▶ Identify and review relevant documentation and literature and prepare reports and digital media for internal and external audiences
- ▶ Monitor progress and facilitate stakeholder collaboration to ensure the development and delivery of the AI.RDN+ Portal

- ▶ Ensure and monitor the safe and secure storage of project data
- ▶ Contribute to the preparation of published outputs in a range of formats and media for diverse audiences
- ▶ Support the Project Board through the timely production of information and data
- ▶ Liaise with all partners to ensure clear and timely communication, and to support project progression against the delivery of key performance indicators (KPIs)
- ▶ Lead and contribute to engagement and dissemination activities, including the delivery of public events and other outreach activities
- ▶ Ensure the delivery of engagement and impact activities, including the co-ordination and development of networks and partnerships as well as the collection and storage of relevant feedback
- ▶ Work closely with partners at the University of Leeds, external experts and supporting universities to ensure the successful delivery of all aspects of the project
- ▶ Any other tasks as reasonably required

Additional responsibilities

- ▶ Represent the project at external and internal events and meetings, and maintain project timelines and support logistics for events and outreach
- ▶ Attend academic and professional conferences, as appropriate
- ▶ Engage with and support relevant doctoral and researcher development and networks and activities at Aston and Leeds as appropriate to the project
- ▶ Support consultation and dissemination that is ethically appropriate
- ▶ Engage in continuous personal and professional development in line with the demands of the role, including undertaking relevant training and development activities.
- ▶ Ensure and promote the personal health, safety and wellbeing of staff and students.
- ▶ Carry out duties in a way which promotes fairness in all matters and which engenders trust.
- ▶ Promote equality of opportunity and support diversity and inclusion as well as working to support the University's environmental sustainability agenda and practices.

Person specification


	Essential	Method of assessment
Education and qualifications	<ul style="list-style-type: none"> ▶ PhD in a relevant field 	Application form
Experience	<ul style="list-style-type: none"> ▶ Research and data gathering with diverse stakeholder groups and use of different methodologies. Data analysis, reporting and publication. Stakeholder engagement and impact. 	Application form and interview
Aptitude and skills	<ul style="list-style-type: none"> ▶ Leadership and management of complex workstreams involving different partners. Data analysis software. IT skills. Knowledge of publicly available AI tools. 	Application form and interview

	Desirable	Method of assessment
Education and qualifications	<ul style="list-style-type: none"> ▶ Evidence of professional development 	Application form
Experience	<ul style="list-style-type: none"> ▶ Interdisciplinary and multi-partner collaboration. Creation of multimedia outputs. Design and delivery of training. 	Application form and interview
Aptitude and Skills	<ul style="list-style-type: none"> ▶ Proficient use of publicly available AI tools. 	Application form and interview

University values


All staff are expected to demonstrate/promote the University's values and expectations, which are an integral part of our strategy and underpin the culture of the University. In addition, our leaders are expected to be accountable, help to execute strategic visions of the University and share and set clear expectations that inspire those around them.

Values + Behaviours




Innovation

We strive for excellence within ourselves and others, providing solutions to new and existing challenges.




Collaboration

We work best when we are collaborative, working together to contribute to the Aston community.



Ambition

We strive together for improvement and innovation looking ahead to see the bigger picture.



Inclusion

We treat everyone in our community equally and how they would like to be treated.



Integrity

We are open, honest and fair. We take ownership of the way we work and how we treat each other.

How to apply

You can apply for this role online via our website <https://www2.aston.ac.uk/staff-public/hr/jobs>.

Applications should be submitted by 23.59pm on the advertised closing date.

All applicants must complete an application form, along with your CV.

Any CV sent direct to the Recruitment Team and Recruiting Manager will not be accepted.

If you require a manual application form, then please contact the Recruitment Team via recruitment@aston.ac.uk.

Contact information

Enquiries about the vacancy:

Name: Professor Phil Mizen
Professor Aniko Ekhart

Job Title: Professor, School Of Law And Social Sciences

Email: P.Mizen@Aston.ac.uk

A.Ekhardt@Aston.ac.uk

Enquiries about the application process, shortlisting or interviews:

Recruitment Team via recruitment@aston.ac.uk or 0121 204 4500.

Additional information

Visit our website <https://www2.aston.ac.uk/staff-public/hr> for full details of our salary scales and benefits Aston University staff enjoy.

Salary scales: <https://www2.aston.ac.uk/staff-public/hr/payroll-and-pensions/salary-scales/index>

Benefits: [Benefits and Rewards | Aston University](#)

Working in Birmingham: <https://www2.aston.ac.uk/birmingham>

Employment of Ex-Offenders: Under the Rehabilitation of Offenders Act 1974, a person with a criminal record is not required to disclose any spent convictions unless the positions they applying for is listed an exception under the act.

Eligibility to work in the UK: You should ensure that you meet the eligibility requirements, including meeting the [English language standards](#). If you do not meet the eligibility criteria, any application for a work visa would be unsuccessful. Please see UKVI guidance for further information on eligibility, knowledge of English requirements and approved test centres <https://www.gov.uk/tier-2-general>

With the end of free movement for EU/EEA/Swiss nationals from 1 January 2021, the UK's new immigration system applies to all non-UK/Irish nationals who require a visa.

Where an individual is subject to UK immigration control, they will require a visa to work in the UK.

The following individuals do not need a visa for the UK, but do still have to prove their right to work before employment can commence:

- **British Citizens or Irish Nationals**
- **EU/EEA/Swiss nationals with Settled or Pre-settled status under the EU Settlement Scheme**
- **Non-EEA nationals with Indefinite Leave to Remain/Settlement in the UK**

The main routes available for those who need a visa to work in the UK are **Skilled Worker**, **Global Talent** and the **Graduate Route**.

You can find further information about each of these visa routes on our candidate immigration page.

If you will conduct research in your role, you may need to apply for and obtain ATAS clearance before Aston can issue a Certificate of Sponsorship for your visa application. Please see below for further details.

Academic Technology Approval Scheme (ATAS):

If you will conduct research in your role and you apply for a Skilled Worker or Temporary

Worker GAE visa, you may need to apply for and obtain ATAS clearance before Aston can issue a Certificate of Sponsorship for your visa application.

This process can take at least 6 weeks to process, and Aston will consider this when confirming your expected start date. Processing times will increase between April and September and can longer to complete.

There is no fast-track option available. ATAS certificates will be processed in order of receipt.

You can find more information about ATAS on our candidate immigration page.

Before you start and Right to Work

90-day entry vignette

If you have applied for your visa outside of the UK, you will receive a vignette in your passport which is usually valid for 90 days. Please make sure to travel to the UK within the 'valid from' and 'valid to' dates on this visa. If you entered the UK before or after these dates, you would not 'activate' the visa and you would need to leave and re-enter the country.

You will also receive a decision letter confirming details about your immigration permission and where to collect your Biometric Residence Permit.

Cost of Living - Estate and Letting Agents

There are numerous Estate and Letting Agents in and around Birmingham that can help you find suitable accommodation. The Midland Landlord Accreditation Scheme provides a list of professional agencies and landlords who have applied with them for accreditation. Whilst accreditation is not a guarantee of quality, it provides some reassurance about the standard of the service they provide.

You can also use property search websites such as Rightmove or Zoopla.

Equal Opportunities

Aston University promotes equality and diversity in all aspects of its work. We aim to ensure, through our admissions policies for students, and our staff recruitment and selection processes that we encourage applications from all groups represented in the wider community at a local, national and international level.

The University will endeavour not to discriminate unfairly or illegally, directly or indirectly, against student or potential students, staff or potential staff. This commitment applies to all functions of the University and to any stage of an individual's career.

An Equal Opportunities Monitoring Form is included within the application form. Data you provide on the Equal Opportunities Monitoring Form will be included in a general database, for statistical monitoring purposes, enabling the University to monitor the effectiveness of its

Policy, Codes of Practice and Guidelines on Equal Opportunities in Employment.
Individuals will not be identified by name.

Data Protection

Your personal data will be processed in compliance with the Data Protection Act 2018 and the General Data Protection Regulation ((EU) 2016/679) ("GDPR"). The University's Data Protection Policy and Privacy Notices, including the Job Applicant Privacy Notice can be found at <https://www2.aston.ac.uk/data-protection>. Your application will only be used to inform the selection process, unless you are successful, in which case it will form the basis of your personal record with the University which will be stored in manual and/or electronic files. Information in statistical form on present and former employees is given to appropriate outside bodies.

Full details of our terms and conditions of service and associated policies and procedures are available online at <https://www2.aston.ac.uk/staff-public/hr/policies>

Aston University
Birmingham
B4 7ET, UK.
+44 (0)121 204 3000

www.aston.ac.uk