

Research Assistant



Reference: 0113-26

Grade: 7

Salary: £33,951 (pro rata) per annum

Contract Type: Fixed term (18 months)

Basis: Part time (FTE 0.5)

Job description

Job Purpose:

The post holder will be based at Aston University and will work on a project to develop and test the effectiveness of the FACETS (Food Allergy Coping Empowerment Tools and Support) online psychological intervention to support food allergy management. This work is part of the wider GAPS Project (Global Access to Psychological Services for Food Allergy). Further information GAPS can be found here www.gapsfoodallergy.org.uk. The research will involve working collaboratively with co-investigators based in the UK, the United States and Canada. Main duties will involve study set-up, running of interviews and focus groups with adolescents, developing online surveys and running a randomised controlled trial to assess the effectiveness of FACETS. The post-holder will work under the direct supervision of Professor Rebecca Knibb.

Main Duties/Responsibilities

- ▶ To assist with the day-to-day running of the project under the supervision of Professor Rebecca Knibb
- ▶ To assist with the conduct of the research activity to meet the objectives in the protocol.
- ▶ To conduct set-up of the study, collection of qualitative and quantitative data, manage those data in accordance with the protocol and lead on data analysis.
- ▶ To ensure that all work is undertaken and analysed in a timely manner and in line with the milestones and deliverables outlined by the principal investigator.
- ▶ To present information on research progress and outcomes to the research team.
- ▶ To liaise with research colleagues and study participants as required.
- ▶ To contribute to the preparation of writing up and publishing the outcomes of the research in peer reviewed, open access publications.
- ▶ To present papers, posters, reports at seminars, conferences etc.
- ▶ To contribute to the dissemination of findings to stakeholder groups, i.e. non-academic, clinical and public audiences, using creative, accessible materials.
- ▶ To undertake any other appropriate tasks to support the delivery of the research project.

Additional responsibilities

- ▶ 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	An MSc in Health Psychology or a related discipline or equivalent.	Application form and interview
Experience	<p>Experience of initiating and conducting research.</p> <p>Experience in undertaking qualitative and quantitative data analysis and interpreting results.</p> <p>Experience of writing reports and delivering presentations.</p>	Application form and interview
Aptitude and skills	<p>Ability to work effectively in a team in order to meet the research objectives of a research study.</p> <p>Excellent verbal and written communication skills.</p> <p>Excellent organisational and time-keeping skills.</p> <p>Report writing and PowerPoint presentations.</p> <p>A willingness to undertake further training as appropriate and to adopt new procedures as and when required.</p>	Application form and interview

	Desirable	Method of assessment
Education and qualifications	A PhD in a field related to health psychology.	Application form

	Desirable	Method of assessment
Experience	<p>Experience of project management.</p> <p>Experience of running controlled or randomised controlled trials.</p> <p>Experience of writing up/contributing to the writing up of research for high quality publications.</p> <p>Experience of producing papers, posters, reports presenting at seminars, conferences etc.</p> <p>Experience of working with external organisations and stakeholders.</p>	Application form and interview
Aptitude and Skills	Experience of the use of online survey platforms such as Qualtrics.	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 23.59 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 Rebecca Knibb

Job Title: Professor in Health Psychology

Email: r.knibb@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: 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**.

Please see UKVI guidance for further information on eligibility, knowledge of English requirements and approved test centres <https://www.gov.uk/skilled-worker-visa> You can also find further information on our candidate immigration [web 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 our candidate immigration [web page](#) for further details.

Before you start and Right to Work

Right to Work Check

All employees must complete a Right to Work check before they commence work at Aston. HR will contact you during the onboarding process to arrange your check.

Cost of Living - Estate and Letting Agents

There are numerous Estate and Letting Agents that can help you find suitable accommodation. Useful websites for support and guidance

<https://www.gov.uk/government/publications/how-to-rent/how-to-rent-the-checklist-for-renting-in-england> and <https://www.citizensadvice.org.uk/housing/>

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>

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