

Job Title: Research Assistant (0.5 FTE- Fixed Term Contract)

Grade: 6

Job reference: SAH00953

Department: Politics and International Relations

Post Responsible To: Professor Laura Morales (project Principal Investigator)

Job Purpose:

We are seeking to appoint a 50% FTE Research Assistant to support Prof Laura Morales with research relating to two projects.

You will support Prof Morales through the collection and processing of research data, as well as prepare and undertake data analysis and tests using quantitative techniques. You will document research findings, and contribute as a junior partner to the writing and publication of short research briefs, blog posts and research papers.

You will have a postgraduate degree in Sociology or Political Science, have prior research experience, ideally in externally funded projects. You will be trained in social science research methods and in quantitative techniques at postgraduate level and it is essential that you have considerable and demonstrable experience of data management with SPSS or Stata.

You will be dedicated to data cleaning, data management and documentation relating to two completed EU-funded projects: Localmultidem (<http://www.um.es/localmultidem/>) and SOM (<http://www.som-project.eu/>). The post-holder will be expected to be based at the University of Leicester. Working remotely from a different location will not be possible. The appointed RA will be expected to start on 1st October 2015.

Project Background Information

Localmultidem was a three-year (2006-2009) project funded by the European Commission under its 7th Framework Programme (FP7). The main objective of this project was to study multicultural democracy at the local level by analyzing the level of political integration of immigrant residents, in its attitudinal and behavioural dimensions, in six European cities: Lyon (France), Budapest (Hungary), Milan (Italy), Madrid (Spain), Zurich (Switzerland), and London (United Kingdom). This project produced a large number of datasets which still require additional work before they can be released publicly for analysis by the wider academic community. More information is available on the project website: <http://www.um.es/localmultidem/index.php> In relation to this project, the RA will be expected to undertake data management tasks, as well as assist with communication of project findings.

Support and Opposition to Migration (SOM) was a collaborative project funded by the European Commission as part of the Seventh Framework Programme. The project studied the politicization of migration in seven European countries. The aim of this comparative project was to determine why and when potential conflicts over migration become politicized, examining both anti-immigration and anti-racist movements. The project advances our knowledge about the political dynamics related to migration, and provides policy-relevant information. SOM focuses on the role of four types of actors—the state, political parties, movements, and the media—in politicizing, or depoliticizing, the issue of immigration in seven receiving countries: Austria, Belgium, Britain, Ireland, the Netherlands, Spain, and Switzerland. In relation to this project, the RA will be expected to support Prof Morales in extending the study to new countries (e.g. Italy and Portugal), as well as assist with communication of project findings and the preparation of publications

	% Time
<p>Principal Accountabilities:</p> <ul style="list-style-type: none"> • Support Prof Morales (the PI) through the collection and processing of the research data. • Prepare and undertake data analysis and tests using quantitative techniques and approaches agreed with the PI. • Document the research findings, assessing the outcomes and options emerging from the research and contributing as a junior partner to the writing and publication of short research briefs, blog posts and research papers. • Responsible for the maintenance and version control of the data collected. This will also include cleaning and documenting data and its safe storage using the agreed protocols, as defined by the PI and University computer policy. • Handle external communications in relation to the two projects: email and Twitter account monitoring, updating project websites, preparing newsletters, etc. • Identify and understand work requirements, prioritising tasks and responsibilities within an agreed timeframe agreed with the PI. 	<p>40</p> <p>20</p> <p>10</p> <p>15</p> <p>5</p> <p>10</p>
<p>Resources Managed:</p> <p>Responsible for the project management of the tasks and responsibilities assigned to the post holder. The post holder will be responsible for the supervision of remote casual-hours coders.</p>	
<p>Internal and External Relationships:</p> <p>Communication with the rest of the ResponsiveGov research team and PI on a regular basis.</p> <p>Initiate and maintain communications with other researchers both internal and external to the University of Leicester, as and when required. This will include communication with other researchers and scientists elsewhere throughout the UK and overseas.</p> <p>Responsible for public communication of results through email, project websites, newsletter and Twitter.</p>	
<p>Planning and Organising:</p> <p>The post holder will be required to effectively manage their time to deliver on the priorities of the project. The post holder will need to plan ahead to ensure the research is delivered in accordance with the overall research objectives and deadlines. This may include defining tasks and schedules, organising meetings, preparing intermediate reports on data and findings, and contributing to the project final report.</p>	
<p>Qualifications, Knowledge and Experience</p> <p>Essential</p> <ul style="list-style-type: none"> • A postgraduate degree in Politics or Sociology and with a substantive or methodological focus relevant to any of the two projects. European degrees directly giving access to a PhD programme in their home university system will be regarded as equivalent to an MA/MSc/MRes for the purposes of this job application.* • Prior research experience, ideally in externally funded projects.* • Training in social science research methods and in quantitative techniques at postgraduate level.* • Considerable and demonstrable experience of data management with SPSS or Stata.* 	

Desirable

- Degree or research experience in subject relevant to the research project.*
- Working towards a PhD in a topic relevant to the research projects, or willing to embark on one at the University of Leicester.
- A topical interest and knowledge in one or several of the following fields: the political consequences of immigration, immigrants' political participation, political representation, public opinion, political behaviour, political institutions, political parties.
- A track record of international collaboration in social science research or consultancy experience.

Skills, Abilities and Competencies**Essential**

- Proven ability of social science data input, management and analysis with SPSS, Stata or R.*
- Proven ability to write up research findings.*
- Ability to take initiative, self-manage and contribute intellectually to the overall project.
- Expertise with relevant office packages.
- Ability to work as part of a team.
- Good oral and written communication skills in English.*
- Attention to detail.*
- Effective oral and written skills in order to communicate effectively with staff and students.

Desirable

- An understanding and knowledge of social network data and analysis.*
- Advanced quantitative skills (e.g. multilevel modelling, time-series analysis, etc.).*
- Advanced language skills (at least passive) in any or several of the following: Dutch, French, German, Italian, Portuguese or Spanish.*
- Evidence of coherent research activity (such as involvement in successful grant applications and publications).*
- Basic programming skills in a higher computing language such as STATA or R.*

****Criteria to be used in shortlisting candidates for interview*****Contract Information:**

The appointment will be for 12 months on a fixed term basis as the particular skill is required for this time. You will be able to access all University vacancies on the web site in order to seek alternative opportunities. For further information or help you can contact the Recruitment team on 0116 252 5639 or recruitment@le.ac.uk.

Working hours:

This is a full time appointment and you will be expected to work indeterminate hours per week. You may on occasion be expected to work on Sundays, night shifts and/or overtime.

Applications:

We use a web based, e-recruitment system, which allows you to apply on-line at: www.le.ac.uk/joinus

As part of the online application process, you will be asked to supply contact details for your referees. Please ensure that one of these is your current or most recent employer. *You will also be asked to supply a CV and covering letter to support your application.*

Candidates short-listed for interview will be contacted by the University. If you do not receive a communication from the University within 4 weeks of the closing date, please assume that your application has been unsuccessful.