

# Job Description

London Met Dept :	Institute for the Study of European Transformations		
London Met Sect :			
London Met Unit :			
Job Title:	Research Fellow, 'FEMCIT' Gendered Citizenship Project		
Post Reference No :	ISET05	Effective Revised :	May 2010
Grade:	Research Fellow		
Report To :	Reader of European Politics		
Responsible For :		Direct Reports :	
<p><b>Job Purpose:</b></p> <p>The Research Fellow will, while working independently, assist the Reader of European Politics and others, as required, in analysing part of the findings from the fieldwork carried out in Spain, UK, Poland and Macedonia. This consists of group discussions with five different categories of persons (women, men, the main ethnic minority, Muslim women and other European residents) on the topic of their preferences for their political representation.</p>			
<p><b>Key Areas:</b></p> <p>The Research Fellow's main material will be taped audio and video recordings in English. A series of different analyses need to be made of this material.</p>			
<p><b>Main Duties and Responsibilities:</b></p> <p>The Postholder will:</p> <ol style="list-style-type: none"> <li>1. Transcribe the discussions of video-recorded groups of people talking and already interpreted into English.</li> <li>2. Link the audio material to the paper exercises carried out by the same discussion groups.</li> <li>3. Analyse participants' free-style written responses to the final question at the end of the discussions.</li> <li>4. Assemble individual contribution "type" profiles.</li> <li>5. Carry out linguistic analysis of responses to terminologies introduced to the discussion by the moderator.</li> <li>6. Create taxonomies of responses to questions about political preferences.</li> <li>7. Analyse moderator roles in discussion groups.</li> <li>8. Analyse overall group responses to the discussion topics in comparison to the individual paper exercise.</li> <li>9. Contribute to the overall analysis of the 'Citizens' preferences for their Political Representation' project</li> <li>10. Carry out any research assistance as may arise from Principal Investigator's duties on the FEMCIT project</li> <li>11. Assist with the dissemination of the research, such as co-authoring a journal article on this study.</li> <li>12. Participate in wider Institute activities as required.</li> <li>13. Attend meetings with relevant colleagues.</li> </ol>			
<p><b>Miscellaneous:</b></p> <ol style="list-style-type: none"> <li>1. Undertake other duties of a reasonable nature, as may be determined by the postholder's supervisor from time to time, in consultation with the postholder.</li> <li>2. Carry out all duties in accordance with the University's Equal Opportunities Policy and other policies designed to protect members of staff or students from harassment. It is the duty of the postholder not to act in a prejudicial or discriminatory manner towards members of staff, students, visitors or members of the public. The postholder should also counteract such practice or behaviour by challenging or reporting it.</li> <li>3. Take reasonable care of health and safety of self, other people and resources whilst at work to comply with the</li> </ol>			

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University's Health and Safety Policy, Codes of Practice and local rules.

4. Co-operate with the line manager, or any other person with specific responsibility for health and safety, to enable the University's responsibilities under the Health and Safety at Work Act to be performed.

## **Review Clause:**

This is a description of the job as it is presently constituted. It is the University's practice periodically to examine job descriptions and to update them to ensure that they accurately reflect the job required to be performed, or to incorporate proposed changes. The procedure is conducted jointly by each manager in consultation with the individual whose job description is being reviewed. All staff are expected to participate fully in such discussions. It is the University's aim to reach agreement to reasonable change, but if agreement is not possible, it reserves the right to insist on changes to the job description after consultation with the individual concerned.

## **Special Features:**

# Person Specification

<b>Job Title:</b>	<b>Research Fellow, Gendered Citizenship (FEMCIT) project</b>	<b>Post Ref No:</b>	<b>ISET05</b>
<b>London Met Dept :</b>	<b>Institute for the Study of European Transformations</b>		
<b>London Met Sect :</b>	<b>na</b>		
<b>London Met Unit :</b>	<b>na</b>		
<b>Attributes</b>	<b>Relevant Criteria</b>	<b>How Identified</b>	<b>Rank</b>
<b>1. Relevant Experience</b>	<b>1. Research experience at postgraduate level in politics or political sociology</b>	<b>Application, interview</b>	<b>Essential</b>
	<b>2 Postdoctoral research experience in politics or political sociology</b>		<b>Desirable</b>
	<b>3. Research interest in gender and politics and/or ethnicity and politics</b>		<b>Essential</b>
	<b>4. Experience in qualitative research methodologies</b>		<b>Desirable</b>
<b>2. Education and Training</b>	<b>Education: PhD in a relevant social science discipline</b>	<b>Application</b>	<b>Essential</b>
<b>3. General &amp; Special Knowledge</b>	<b>1 Knowledge of approaches to gender and politics</b>	<b>Application and interview</b>	<b>Desirable</b>
	<b>2 Knowledge of qualitative research methods.</b>		<b>Essential</b>
	<b>3 Knowledge of issues in political representation</b>		<b>Essential</b>
	<b>4. Knowledge of issues of ethnic politics and racism</b>		<b>Desirable</b>
	<b>5. Knowledge of aural Spanish</b>		<b>Desirable</b>
<b>4. Skills &amp; Abilities</b>	<b>1. Be able to decipher accented or grammatically faulty English language recorded on poor quality audio and transcribe accurately</b>	<b>Application and interview</b>	<b>Essential</b>
	<b>2. Be able to use one type of qualitative analysis software such as NVivo</b>		<b>Desirable</b>
	<b>3. Be able to work to a specific research brief</b>		<b>Essential</b>
	<b>4. Qualitative research skills, including discourse analysis.</b>		<b>Essential</b>
	<b>5. Ability to present information clearly and concisely</b>		<b>Essential</b>

# Person Specification

<b>5. Special Requirements</b>			
In order to be shortlisted you <b>must</b> demonstrate that you meet <b>all</b> the essential criteria and as many of the desirable criteria as possible. Where we have a large number of applications (long list) which meet all of the essential criteria, we will then use the desirable criteria to produce a short list.			
<b>Date Revised:</b> <b>May 2010</b>			