**PART 1 – TO BE COMPLETED FOR ALL ROLES**

|  |  |
| --- | --- |
| ENU_Logo_CMYKResearch assistant on the Thousand Flowers willBloom research project |  |
| **Role Description (RES 2)** |  |

|  |  |
| --- | --- |
| **Grade & Salary:** | Grade 4 Point 22 £26,715 100% post for 18 months |
| **Campus Location:** | Sighthill, School of Applied Sciences |
| **Line Manager:** | Mark Huxham |
| **Line Management Responsibility for:** | No line management responsibility |
| **Organisational Structure:** | [ ]  Tick to confirm attached |
| **Role Summary:** | To contribute to key research outputs and provide other support for the research project A Thousand Flowers. This will involve examining the role of the voluntary market in achieving ethical climate policy integrated with NDCs and contributing to research outputs including co-authored papers. |
| **Main Duties and Responsibilities** |
|  | Providing a major input to carbon policy research, specifically through conducting primary research with stakeholders using, facilitating, producing and buying blue carbon and carbon offsets and secondary research using policy literature and documents |
|  | Helping to co-ordinate research on NDCs and carbon in the UK and Kenya, by working with students, researchers and volunteers in Kenya and the UK who are involved in NDC research and blue carbon project operations |
|  | Contributing to project reports, peer reviewed publications, publicity events, on-line dissemination and other communication and education activities |
|  | Helping with project operations and assisting with implementing lessons learned from the research into the everyday running of the blue carbon projects and into strategic planning for them |
|  | Providing other appropriate administrative and secretarial duties to support the project such as helping with communication with internal and external stakeholders. |

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |
| --- | --- |
|  | IiP |

|  |  |
| --- | --- |
| ENU_Logo_CMYK  |  |
| **Person Specification** |  |

|  |  |  |
| --- | --- | --- |
| **Attributes** | **Essential Requirements** | **Desirable Requirements** |
| Education/Qualifications | Good relevant first degree (for example in environmental biology, environmental policy) | Postgraduate degree |
| **Experience**  | Experience with blue carbon researchExperience with the voluntary carbon market  | Research in multidisciplinary teamsExperience in conducting, writing-up and publishing research |
| **Skills/Personal Requirements** | Fluency in English LanguageExcellent written and oral communication skills.Well developed IT skills particularly in relation to typing/word processing Good organisational skills.Ability to work on own initiative and to prioritise workload.Ability to work under pressure and to deadlines.Ability to relate successfully to colleagues and those external to the University.  | Knowledge of mixed methods research approaches |

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |
| --- |
| **Please confirm:**  The above represents a true and accurate picture of the current requirements of the role. |
| Completed by: Mark Huxham Date: 7 April 2020Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

|  |  |
| --- | --- |
|  | IiP |