

University of London Job Specification

Job Title: Research Assistant

Department: School of Advanced Study

Section: The Warburg Institute

Level: Level 06 (AMP)

Job Purpose:	<p>This post is for a full time, one year Research Assistant Position for the BIAS project, led by Prof Manos Tsakiris, funded by the NOMIS Foundation and hosted at the Warburg Institute.</p> <p>The main aim of the post is to assist in the timely development of the research conducted as part of the BIAS project. The post-holder must have academic qualifications (BSc, MSc in Psychology and/or Cognitive Neuroscience). He/she will have access to a newly-formed psychophysiology laboratory at the Warburg Institute, and will assist mainly with participant recruitment, data collection, data analysis and preparation of scientific publications, presentations and the digital dissemination of the key findings and activities.</p> <p>The post will start on 1st May 2017 or soon thereafter.</p>	
Job Content:	Percentage breakdown of time spent on each duty or on a related group of duties	%
	<ol style="list-style-type: none"> 1. Research (i.e. literature review, experimental design, data collection and analysis, preparation and publication of papers, and lab management) 2. Contribution to the organization of dissemination activities (e.g. workshop and seminars) and overall assistance to the activities of the BIAS team 3. Supporting collaboration with external partners, and assistance with developing and maintaining links between the project partners. 4. Any other duties, consistent with both the grade and scope of the post, reasonably required of the post-holder by Prof. Manos Tsakiris 5. To actively follow and promote the University of London policies, including the University's Dignity at Work and Equal Opportunities Policy and actively promote these wherever possible. 	<p>80%</p> <p>10%</p> <p>10%</p>

<p>6. To maintain an awareness and observation of fire and health and safety regulations</p> <p>7. Any other duties reasonably required of the postholder by the reporting manager</p>	
<p>Reports to:</p>	<p>Professor Manos Tsakiris</p>
<p>Additional demands of the role:</p>	<p>The job might include the need to attend outside normal office hours on occasion, to travel (UK or overseas)</p>

Person Specification

EXPERIENCE & PERSONAL QUALITIES

Essential:

- Research experience in a psychology and/or cognitive neuroscience lab
- Competence in participant recruitment, data collection and data analysis
- Willingness to work with scholars from the humanities and to extend knowledge to relevant areas of the humanities

Desirable:

- Experience in assisting in the organisation of seminars, workshops or conferences or similar administrative tasks
- Ability to engage with wider audience and inter-sectorial collaborators through traditional and digital media
- Ability to self-motivate and to work with minimal supervision
- Ability to use initiative and independent judgement

TECHNICAL KNOWLEDGE & SKILLS

Essential:

- A good level of experience with experimental design, management of equipment, management and statistics of behavioural and neural data
- A good level of experience with programming (e.g. matlab, presentation, eprime) suitable for developing experimental tasks

Desirable:

- Experience with Eye tracking and EEG

EDUCATION & PROFESSIONAL QUALIFICATIONS

Essential:

- BSc in Psychology and/or Neuroscience or related field with a minimum of 2:1 or equivalent for overseas qualifications
- MSc in Psychology and/or Cognitive Neuroscience with Merit or Distinction

Desirable:

- Interdisciplinary Educational or Professional Experience

Competency Requirements	Essential	Desirable
Academic Community focus	C	
Adapting to change	C	
<i>Commercial awareness (optional)</i>		
Creativity and innovation	B	
<i>Customer focus (optional)</i>		
<i>International engagement (optional)</i>		
Interpersonal understanding	C	
Leadership	A	
Managing resources	C	
Organisational commitment	B	
Proactivity and planning	C	
Problem solving and decision making	C	
Performance Management	C	
Resilience	C	
Working collaboratively with others	C	
<p>Competencies are scored on an A-D scale, with D representing the highest demonstration of the competency.</p> <p>For further information on each of the competencies and relevant levels, please refer to the University's Competency Model http://www.london.ac.uk/5258</p>		