|  |
| --- |
| Role Description Template |
| **Guidance** |
| This template is for use in writing Role Descriptions (JDs) for any purpose. This template can be expanded as required. Please consult and follow the Guidance on Writing Role Descriptions. |
| **Section 1: Role Details** |
| Role Title: | **Researcher** |
| Department/School: | Click or tap here to enter text. |
| Unit (if applicable): | Click or tap here to enter text. |
| Line Manager: |  *[Enter Principal Investigator role title]* |
| **Section 2: Role Purpose** (Normally no more than 2 or 3 sentences) |
| *[Insert the specific details/ purpose of the project here eg to assist a research team or project with the delivery of specific tasks.]* |
| **Section 3: Main *Responsibilities***(Normally between 4 and 10. Percentages should total at least 95% (and no more than 100%))  | **Approx. % of time** |
| 1. Participate in meetings designed to establish the aims and priorities of the research project
 | % |
| 1. Develop the necessary analytical and research methods to solve the problem at hand, working in close conjunction with project staff
 | % |
| 1. Running analyses and interpreting data using specified and agreed techniques/models
 | % |
| 1. Prepare summary reports of research/methods
 | % |
| 1. Contribute to the dissemination and publication of personal and/or research teams findings as appropriate
 | % |
| 1. *Add additional criteria if necessary*
 | % |

|  |
| --- |
| **4. Knowledge, Skills and Experience Needed for the Role** |
| **Essential*** Qualified to a minimum of RQF level 3, or the equivalent in Scotland SCQF 6
* Experience of research in the broad area of the related project
* Proven expertise in the techniques needed to undertake the research in question such as IT skills
* Strong numerical and analytical skills
* Demonstrated quality of research performance
* Ability to communicate complex information clearly, orally and in writing.

**Desirable*** Experience in the specific area of the related project
 |