

Research Assistant
Fixed Term 15 August 2016 – 14 August 2017
(Maternity Cover)
Salary: £23,024 - £25,995

The [Centre for Mountain Studies](#) (CMS) and the UNESCO Chair in Sustainable Mountain Development are based in Perth, at Perth College UHI, a large academic partner in Scotland's newest University, the University of the Highlands and Islands. The advertised post is to fill a key need in the team working at the CMS, working on all aspects of project development and delivery. Excellent communication and database skills and a strong interest in knowledge exchange are important.

Key activities will include:

- Contribute to the SIMRA (Social Innovation in Marginalised Rural Areas) project funded by the EU Horizon 2020 programme, particularly through developing a database of social innovations and liaising with other project partners.
- Implement all phases of research and consulting projects.
- Write reports and proposals.
- Identify research and consulting project opportunities.
- Contribute to the development of research project concepts.

Please see www.perth.uhi.ac.uk/mountainstudies for more detail about the CMS.

For more information and to submit your application for this post, follow [this link](#) to the vacancies page of the Perth College UHI Website. Alternatively, a recruitment pack can be requested by telephoning +44 (0) 1738 877444 (answering machine).

Closing date: 13th June 2016 at 12.00 UK time.

- This post undertakes regulated work with children and a Protecting Vulnerable Groups (PVG) Scheme check is required. A check will be made against the list of those barred from working with children.

We are positive about disabled people and guarantee to interview all disabled applicants who meet the minimum criteria for this vacancy.

JOB DESCRIPTION

JOB TITLE	Research Assistant
CURRICULUM AREA	Centre for Mountain Studies
LOCATION	Perth College UHI
RESPONSIBLE TO	Director, Centre for Mountain Studies
SALARY	£23,024 - £25,995
HOURS OF WORK	35 hours per week

Purpose of Post

To work on all aspects of project development and implementation.

Key Activities

- Contribute to the SIMRA (Social Innovation in Marginalised Rural Areas) project funded by the EU Horizon 2020 programme, particularly through developing a database of social innovations and liaising with other project partners.
- Implement all phases of research and consulting projects.
- Write reports and proposals.
- Identify research and consulting project opportunities.
- Contribute to the development of research project concepts.

This job description does not present an exhaustive list of duties and the post holder is required to undertake other activities as reasonably instructed commensurate with the role and level of responsibility in fulfilment of the purpose of the post.

Reporting Structure

The post holder reports to Director, Centre for Mountain Studies.

Terms and Conditions

This post is governed by support staff terms and conditions, which are subject to collective bargaining processes.

Equality and Diversity

The post holder is expected to be familiar with and to comply with the terms of the College's Equal Opportunities Strategy and associated schemes.

Health and Safety

The post holder is expected to be familiar with and to comply with the terms of the College's policies and procedures ensuring the health, safety and well-being of staff, students and visitors.

There are no identified specific health and safety risks or training needs associated with this post.

Protecting Vulnerable Groups/Disclosure Check

- This post undertakes regulated work with children and a Protecting Vulnerable Groups (PVG) Scheme check is required. A check will be made against the list of those barred from working with children.

PERSON SPECIFICATION

Attributes	Essential	Desirable	Evaluation Method
Experience	Experience of research and/or knowledge exchange.	Work experience with relevant organisations. Writing proposals and reports. Database development.	Application form and interview.
Qualifications and Training	Masters degree in human geography, social or policy sciences or similar.		Application form and interview.
Knowledge	Good knowledge of concepts and issues in sustainable development.	Knowledge of: - social innovation - sustainable mountain development - relevant organisations	Application form and interview.
Skills and Abilities	Good communication skills. A strong interest in knowledge exchange. Ability to: - be proactive and work autonomously - work as part of a project team - plan and meet deadlines Operate standard work processing, spreadsheet, internet and email programmes.	Database development and management. Foreign language(s), especially French.	Application form and interview.
Other Requirements	A willingness to travel in the UK and internationally.	Interest in mountain environments and people. Full driving license.	Application form and interview.

Perth College UHI expects that all staff recruited to the college will demonstrate the following personal attributes and values:

- High level of commitment to improving people's lives through learning.
- Outstanding levels of professional competence.
- High levels of personal integrity and respect for others.
- Ability to work well as part of a team.
- Ability to show initiative.
- Positive and proactive in responding to the needs of the College, students and other staff.
- A strong commitment to promoting equality and excellence in all we do.