

## Research Associate: Creative Industries

REQ200455

**As part of the University's ongoing commitment to redeployment, please note that this vacancy may be withdrawn at any stage of the recruitment process if a suitable redeployee is identified.**

A Research Associate is required to support a research project being led by Professor Andrew Chitty and Graham Hitchen in the Institute of Media and Creative Industries at Loughborough London.

### Job Description

#### Job Grade

Specialist and Supporting Academic Grade 6

#### Job Purpose

This project will investigate the impact of, and recovery from, the Covid-19 virus on the Creative business cluster in and around Hackney Wick and the Olympic Park in East London. It will combine quantitative and qualitative research and will be used to inform London and UK-wide policy on creative clusters.

The Research Associate will form part of a small team undertaking the research, reporting to Graham Hitchen.

#### Job Duties

- Co-ordinate surveys of creative businesses in the cluster
- Record and report on data generated from those surveys
- Help organise briefing events for businesses taking part in surveys, in partnership with the Hackney Wick Creative Enterprise Zone
- Help organise focus group meetings and face-to-face interviews with businesses and other stakeholders
- Participate in focus group meetings and face-to-face interviews, taking notes, photographs and other records, as appropriate
- Undertake a literature review of creative cluster and business performance post-Covid 19
- Research and capture data generated from comparable research studies
- Maintain a system for data-storage and retrieval from surveys and interviews
- Service meetings of the Project Steering Group, including representatives from the London Legacy Development Corporation and other key stakeholders
- Organise seminars and other meetings with policy stakeholders and partners
- Participate in seminars and take notes
- Help write blog-posts for publication
- Work with the project team to create research publication(s) and other materials for dissemination.

#### Points to Note

The purpose of this job description is to indicate the general level of duties and responsibility of the post. The detailed duties may vary from time to time without changing the general character or level of responsibility entailed.

## **Special Conditions**

All staff have a statutory responsibility to take reasonable care of themselves, others and the environment and to prevent harm by their acts or omissions. All staff are therefore required to adhere to the University's Health, Safety and Environmental Policy & Procedures.

All staff should hold a duty and commitment to observing the University's Equality & Diversity policy and procedures at all times. Duties must be carried out in accordance with relevant Equality & Diversity legislation and University policies/procedures.

Successful completion of probation will be dependent on attendance at the University's mandatory courses which include Respecting Diversity and, where appropriate, Recruitment and Selection.

## **Organisational Responsibility**

The Research Associate will form part of a small team undertaking the research, reporting to Graham Hitchen.

## Person Specification

Your application will be reviewed with respect to meeting the essential criteria listed below. Applicants are strongly advised to explicitly state and evidence how they meet each of the essential criteria in their application. Stages of assessment are as follows:

1 – Application

2 – Interview

### Essential Criteria

Area	Criteria	Stage
Experience	Knowledge and experience of both quantitative and qualitative research	1,2
	Knowledge of the Creative Industries in London	1
Skills and abilities	Ability to identify social / cultural / economic impacts from the research activity they engage with	2
	Ability to work under strict deadlines, proactively and independently	2
	Excellent written and oral communication skills, with evidence of preparing reports using quant and qual research	1,2
	Self-motivated with ability to meet deadlines	2
	Ability to work well with other researchers collaboratively both within the same organisation and other project partners	2
	Excellent analytical skills	1,2
	Well-organised, with experience of record-keeping	1
Training	Willingness to undertake appropriate further training and to adopt new procedures as and when required	1,2
Qualifications	Working towards a PhD degree	1
Other	Commitment to observing the University's Equal Opportunities policy at all times	1,2
	Willingness to travel and attend meetings related to the collaborative research project and other networking activities	1

## Conditions of Service

The position is **part-time** (18.5 hours per week) and **fixed-term** for 12 months. Salary will be on Specialist and Supporting Academic Grade 6 (£30,942 - £40,322 per annum plus £3,204 London Allowance), at a starting salary commensurate with experience.

The appointment will be subject to the University's normal Terms and Conditions of Employment for Grade 6 and above staff, details of which can be found [here](#).

The University is committed to enabling staff to maintain a healthy work-home balance and has a number of family-friendly policies which are available at <http://www.lboro.ac.uk/services/hr/a-z/family-leave-policy-and-procedure---page.html>.

Loughborough University London Staff are eligible to apply for an interest free season ticket loan and corporate gym membership.

In addition, the University is supportive, wherever possible, of flexible working arrangements. We also strive to create a culture that supports equality and celebrates diversity throughout the campus. The University holds a Bronze Athena SWAN award which recognises the importance of support for women at all stages of their academic career. For further information on Athena SWAN see <http://www.lboro.ac.uk/services/hr/athena-swan/>