



Job Description

Job Title: Research Assistant

Grading: SCP 18-21

Job Objectives:

- To provide analysis of current paper-based system/processes and exploration of requirements (with Stakeholders) during the requirements phase.
- To design the generator simulation system.
- To Implement the generator simulation system using open-source solutions, for example, MongoDB, Node.js packages (leaflet, chart, spark) and UI solutions like Electron or React. Knowledge of Machine Learning/cased based reasoning concepts would also be beneficial.
- To evaluate and test the agreed system with sign off by main stakeholders

Reporting to: Dr Malcolm Clark

Reporting to the position Deputy Head of Curriculum (STEM)

Interface with: Sam Scott

Approved by:

Signature of Post Holder:

Duties and Responsibilities:

1. Research

- a) Assist with allocated research on the further development (stage 2) of a case-based reasoning (CBR) generator simulation system. This includes working with other academics in the project research team to achieve project milestones.
- b) Assist with research activity within the appropriate subject area where this is relevant to project development and furtherance of research targets of the College, UHI and project partners.
- c) Assist in communicating with project funders, including Research Councils, other public sector organizations and private sector bodies.

2. Project Support

- a) Support the administration of specified research and knowledge exchange projects. This would include assisting with monitoring budgets in terms of staff time allocation and spend, providing information on project finance to relevant personnel, maintaining efficient data management and filing systems, supporting meetings of the research team, and producing effective verbal and written communications relating to projects.
- b) Contribute to and support the development and writing of project grant proposals/ applications.
- c) Assistance with enhancing and improving procedures relating to laboratory management.
- d) Where required, undertake any practical/maintenance and support for research projects.

3. Knowledge Exchange and Training

- a) Assist with knowledge exchange activities, related to projects on which technical support is provided. These may include assisting in the organisation of seminars, workshops, conferences and other similar events.
- b) Work with the research project team to identify knowledge exchange opportunities and support the development of projects to maximise those opportunities.
- c) Where appropriate in the context of specified projects, support the delivery of training packages and modules.

4. Promotion and Networking

- a) Assist with promotion, publications and briefings associated with specified projects. Including updating website pages, contribution to relevant literature and reports.
- b) Generally, support the promotion of research activity in the College, UHI and where appropriate, project partners.
- c) Appropriately represent the organisation and relevant project partners at external meetings.
- d) Undertake networking activities as part of the research team on projects and more generally as part of the research community in the College, UHI and with project partners.

5. Team working and Facilitation

- a) Develop strong working relationships with the research team in the College, UHI and with external partners on projects.
- b) Work together with the research team on specified projects, contributing fully to achieve project outcomes.
- c) Contribute to the development of research collaborations and team working through effective facilitation of networking opportunities.

Any other relevant duties