

Job Profile

Job Description

Job Details		
Job Title:	Postdoctoral Research Assistant	
School/Dept/Institute & Centre:	S&E/SBCS/Psychology	
Reports to:	Professor Michael Pluess	
Grade:	Grade 4	Full Time
Appointment period:	3 years	
Current Location:	Mile End Campus, London	

Job Context

The post holder will be based in London and work closely with, and under the supervision, of Prof Michael Pluess (Department of Biological and Experimental Psychology, QMUL) and Prof Vardhman Rakyan (Centre for Genomics and Child Health in the Blizard Institute, QMUL). The main role of the three-year full-time post includes data preparation and analysis of genome-wide methylation and genome-wide genetic data as well as writing up findings for publication in peer-reviewed journals. The post holder will be integrated into Prof Pluess' group of several PhD students and Postdocs and work closely with the team of Prof Rakyan.

Job Purpose

- To investigate the role of epigenetic and genetic factors regarding mental health outcomes of Syrian refugee children. This includes the analysis of genome-wide methylation and genetic data from a large sample (N > 1,000) after extensive data cleaning and preparation.
- To analyse epigenetic and genetic data in combination with various environmental and psychosocial factors taking into account developmental and social aspects.
- To write up findings for publication in peer-reviewed journals.

Main Duties & Responsibilities

1. Conduct empirical research as required by the Grant, and under the supervision of the Principal Investigators.
2. Take responsibility for the programme of work, under the general guidance of the Principal Investigators.
3. Undertake appropriate analysis of data as requested. Provide and prepare data essential to the Principal Investigators in preparing publications and grant progress reports and, as appropriate, to jointly author with the Principal Investigators publications arising from the grant research.
4. Maintain appropriate databases, keeping accurate written and computerised records and ensure that these records are stored in a secure place. Maintain confidentiality of all electronically stored personal data in line with the provisions of the Data Protection Act.
5. Undertake literature and database searches for the research project, and interpret and present the findings of the literature searches and advise the research teams appropriately regarding potential projects as required by the line manager/supervisor/PI.
6. Keep up to date with subject related and professional issues, in particular, developments in the specific subject area.

Main Duties & Responsibilities

7. Show a professional attitude to matters of laboratory hygiene, organisation and safety, and to observe and to take an active role in fulfilling all statutory health and safety regulations.
8. Ensure that all research is undertaken according to good research practice and guidance, such as Good Clinical Practice (GCP), / Good Laboratory Practice (GLP) / College and Trust protocols.
9. Collaborate with other members of the research group on the research project
10. Develop, in collaboration with the Principal Investigators, such new techniques as may be necessary to achieve the objectives of the research.
11. Work with students and assist in the supervision of student projects, as necessary.
12. Coordinate the provision of consumable items for the facility (auditing stock, liaising with suppliers, preparing regular orders of commonly used items).
13. Make research contributions to the research programme wherever possible, and to contribute freely to the team research environment in a manner conducive to the success of the research project as a whole.
14. Monitor research findings with a view to commercial exploitation, and to inform the Head of Department (or line manager, as appropriate) and Head of Innovation & Enterprise of any appropriate novel research outcomes.
15. Make judgements involving complex facts or situations, which require analysis, interpretation and comparison of data or any other information.
16. Establish and maintain relationships in order to collaborate with researchers and academics in own team, within the department and outside the department within the College when necessary.
17. Encourage interaction between team members and attend regular team meetings
18. .
19. Attend and participate in Departmental academic activities.
20. Undertake certain communal responsibilities, the nature of which will be discussed and agreed by the Line manager/supervisor/PI, but which may need to be changed from time to time during the course of the project.
21. Exchange relevant information, relevant to the project both internally and externally: with staff, students, senior management and peers.
22. Work with industrial or academic collaborators as agreed with the Principal Investigators.
23. Any other relevant activities related to the project as appropriate.
24. Undertake such other duties as may be reasonably expected by the line manager.
25. Comply with relevant College policies and regulations with due regard to financial matters, harassment, equal opportunities, public interest disclosure, health and safety, intellectual property and patenting, data protection or any other rules, regulations or codes binding on the member of staff.
26. Participate in the College Appraisal Scheme (QMPAS) and demonstrate a commitment to continuing professional development.

Main Duties & Responsibilities

27. The duties of the post outlined above are not exhaustive, and the postholder will be expected to be co-operative and flexible, undertaking such administrative and other duties as may from time to time be reasonably expected of a member of research grade staff in a university.
28. These duties will be subject to review in line with the changing requirements of the School or College, and with the development needs of the postholder as identified through regular review/appraisal processes.

The above list of responsibilities is not exhaustive and the jobholder may be required to undertake other duties commensurate with the level of the role, as reasonable requested by their line manager.

This job description sets out the duties of the post at the time it was drawn up. Such duties may vary from time to time without changing the general character of the duties or level of the responsibility entailed. Such variations are a common occurrence and cannot in themselves justify a reconsideration of the grading of the post.

This table lists the essential and desirable requirements needed in order to perform the job effectively. Candidates will be shortlisted based on the extent to which they meet these requirements.

	Requirements	Essential / Desirable
Qualifications	PhD in a relevant biology, computational biology, molecular biology, or biochemistry subject or equivalent qualification/experience	Essential
Knowledge, Skills and Experience	Experience with (epi)genomics data	Essential
	An understanding of basic epigenetic and genetic processes	Essential
	Knowledge and understanding of (epi)genomics data	Essential
	Ability to maintain accurate and up to date records	Essential
	Ability to organise and prioritise own work and organise research within the project timetable	Essential
	Computer literacy	Essential
	Effective team working and sharing of knowledge	Essential
	Good communication skills	Essential
	Computational analytical skills	Essential
	Good writing skills	Essential
	Flexible and co-operative	Essential
	Self-motivated and hardworking	Essential
	Willingness to learn new skills	Essential
	Willingness to learn computational skills	Essential
	Knowledge of psychology (resilience, mental health)	Desirable
Knowledge of the refugee context	Desirable	

E – Essential: Requirements without which the job could not be done.

D – Desirable: Requirements that would enable the candidate to perform the job well.