



The  
University  
Of  
Sheffield.

About  
The  
Job.

**Management School**

**Faculty of Social Sciences**

**Research Associate**

**Pursue the extraordinary**

# Overview

The Faculty of Social Sciences is a large and diverse grouping of thirteen departments, including 'classical' social science departments, but also several other major subject areas, some of which are distinctive to Sheffield. This rich and exciting disciplinary mix, encompassing both world-leading academic research and education and also a strong practitioner focus in particular areas, uniquely positions the faculty among Sheffield's peer institutions.

## About the Department

Sheffield University Management School, the Faculty of Social Sciences' largest department, has achieved accreditation from the three largest and most influential business school associations: AACSB, AMBA and EQUIS.

The Management School operates within a University and Faculty with a world-class research reputation and ambition. As such, the School has cutting-edge research at the heart of its activities and as the base of its strategic focus. Our vision is to use this research base to be recognised as a leading international management school known for delivering an outstanding student experience and impactful socially-responsible research in a collegiate learning environment. We are proud to deliver intellectually rigorous cutting-edge research, and excellent teaching and learning in a stimulating, innovative environment. Through the distinctiveness of our graduates, excellence of our staff, and network of international partners, we seek to inform the practice of management, and to make a difference to our global community.

The mission of Sheffield University Management School is to develop knowledgeable and employable students, promote socially-responsible work practices and have a positive impact on organisations and society throughout the world. We sustain a research-intensive environment that creates, advances and disseminates knowledge with respect to management inquiry, for the benefit of students, private and public sector organisations and society in general. Our relocation to a fully refurbished building in June 2013 provides modern facilities in which to achieve our ambitions. We currently employ over 110 academic staff who are supported by a Professional Services team of over 40 staff whose remit covers the administrative function of the School.

Our website offers more information about all aspects of the School's activity. Please see [www.sheffield.ac.uk/management](http://www.sheffield.ac.uk/management) for more details.

## Job Role

The "Behaviour in Teams" (BiT) project began in 2015 as a post-doctoral fellowship examining how behaviour in team meetings can predict team performance, and whether providing feedback to teams and individuals can lead to changes in behaviour over a series of meetings. More broadly, it seeks to develop methods that can assist in students and others learn how they can work more effectively in teams.

Its principal methodology is an observation and coding scheme in which team meetings will be witnessed by an external observer, who codes each interaction using a bespoke app. This allows data

to be fed back to individuals and teams after each meeting, and changes in behaviour over the course of a week's meetings, as well as team performance, perceptions of team working, and perceptions of each team member's contribution analysed. In 2017 we observed 165 undergraduate engineering student teams engaged in intensive, week-long modules, and were also able to examine experimentally how providing teams with feedback affected behaviour compared with not giving feedback.

The project is now being expanded so that the method developed can be rolled out to more settings, with more flexibility. As part of this expansion, the current Rackham Fellow will be joined by two behavioural researchers, a skills developer and an information manager and programmer. The post described here is for a the second behavioural researcher, whose specific responsibilities will include developing methods for training the team observers, and improving methods of data collection and feedback, as well as playing a more general role in the design, analysis and writing up of the study.

The project is funded by Sheffield alumnus (and visiting Professor) Neil Rackham, who plays an active role in the development of the research. The project is being led by Professor Jeremy Dawson, and in addition to the five full-time posts, Professor Rod Nicolson (Edge Hill University and visiting Professor at Sheffield) and Rose Evison (visiting Research Fellow) also play key roles in the team.

## Job Description

### Main Duties and Responsibilities

The post holder will play a key role in the wider team, seeking to answer the broad research question "What behaviours within team meetings best predict team outcomes?". Specific responsibilities of this post include:

- To research and produce learning from prior experience of observer training and team observation, enabling the future design of the study improves on these
- To play a key role in designing training methods for team observers
- To design data collection methods for team observation that maximise the chance of accurate data being collected
- To work closely with the information manager and skills developer, to ensure that the design and ergonomic qualities of data collection app, and feedback to participants, are aligned with observer experience and the needs of students
- To design methods for feeding back results to teams and individuals during team tasks
- To ensure that all of these are aligned with the need to improve both the University's offering towards students, and student experience
- To conduct literature reviews, data analysis and other forms of research as required to support the above activities
- To work with all other members of the BiT research team to ensure team objectives are fulfilled
- You will make a full and active contribution to the principles of the 'Sheffield Academic'. These include the achievement of excellence in applied teaching and research, and scholarly pursuits to make a genuine difference in the subject area and to the University's achievements as a whole. Further information on the underpinning values of the Sheffield Academic can be found at: [Sheffield Academic](#).

- Any other duties, commensurate with the grade of the post.

# Person Specification

Applicants should provide evidence in their applications that they meet the following criteria. We will use a range of selection methods to measure candidates' abilities in these areas including reviewing your on-line application, seeking references, inviting shortlisted candidates to interview and other forms of assessment action relevant to the post.

	Criteria	Essential	Desirable
<b>Qualifications and experience</b>			
1.	PhD in psychology or other relevant subject, or equivalent experience	X	
2.	Experience of conducting research on team behavior		X
3.	Experience of observation using live coding techniques	X	
4.	Experience of using apps for research purposes	X	
5.	Experience of quantitative data analysis using SPSS or equivalent software	X	
6.	Knowledge of multilevel and longitudinal data analysis		X
7.	Knowledge of theories about team working	X	
8.	Experience of writing academic papers		X
<b>Communication skills</b>			
9.	Excellent and fluent communication skills, both written and verbal	X	
10.	Report writing skills	X	
11.	Experience of delivering presentations	X	
12.	Interpersonal skills to conduct effective working relationships	X	
<b>Team working</b>			
10.	Ability to work as part of a multi-disciplinary team, as well as independently	X	
<b>Problem solving and decision making</b>			
11.	Ability to develop creative approaches to problem solving	X	
12.	Ability to make decisions based on critical analysis of all relevant issues	X	
<b>Project management</b>			
12.	Ability to assess and organise resources, and plan and progress work activities	X	
<b>Personal effectiveness</b>			
13.	Enthusiastic and committed to conducting research	X	
14.	Ability to show personal initiative, reliability, and attention to detail	X	
15.	Ability to handle multiple simultaneous demands and activities	X	

## Further Information

**This post is fixed-term** with a start date as soon as possible, and an end date of October 2019.

### **This post is full-time:**

This role has been identified as a full-time post, but we are committed to exploring flexible working opportunities with our staff which benefit both the individual and the University (See [www.sheffield.ac.uk/hr/guidance/flexible/arrangements](http://www.sheffield.ac.uk/hr/guidance/flexible/arrangements)). Therefore, we would consider flexible delivery of the role subject to meeting the business needs of the post. If you wish to explore flexible working opportunities in relation to this post, we encourage you to call or email the departmental contact listed below.

## Reward and Recognition – The Deal

**Terms and conditions of employment:** Will be those for Grade 7 staff.

**Salary for this grade:** £30,688- £38,833 per annum. Potential to progress to £42,418 per annum through sustained exceptional contribution.



The Deal is the pay, rewards and many benefits you earn for being a valued member of our University and by being ambitious and performing at your best.

If you join the University you will have access to The Deal and your own personalised pay, reward and benefits portal where you can access a comprehensive selection of benefits and offers to suit your changing lifestyle needs, for example childcare vouchers, Cycle to Work initiative, shopping discounts along with access to extensive development and training options – over a third of staff work in Investors in People (IIP)

To find out more visit [www.sheffield.ac.uk/hr/thedeal/benefits](http://www.sheffield.ac.uk/hr/thedeal/benefits)

Through The Deal we are committed to making the University a remarkable place to work and we support this through a number of sector leading initiatives such as Juice and Sheffield Leader.



*the*Sheffield**LEADER**

Our innovative Health and Wellbeing programme, Juice, promotes happiness and wellbeing through a broad range of inclusive activities ([www.shef.ac.uk/juice](http://www.shef.ac.uk/juice))

Our leadership development has been designed to ensure that our leaders have the knowledge, skills and behaviours needed by the University ([www.sheffield.ac.uk/hr/sld/sheffieldleader](http://www.sheffield.ac.uk/hr/sld/sheffieldleader)).

We are also proud of our award-winning equality and diversity action which enhances working life for all. 92% of staff tell us they are treated with fairness and respect (staff survey 2016) [www.shef.ac.uk/hr/equality](http://www.shef.ac.uk/hr/equality)

In our staff survey (2016) 94% of staff said they were proud to work for the University and 89% of our staff would recommend the University as an excellent place to work. To find out more about what it's like to work here have a look at our webpages, <http://remarkable.group.shef.ac.uk/>, [www.sheffield.ac.uk/staff/survey](http://www.sheffield.ac.uk/staff/survey) and [www.sheffield.ac.uk/jobs/staffbenefits](http://www.sheffield.ac.uk/jobs/staffbenefits)

**Closing date:** For details of the closing date please view this post on our web pages at [www.sheffield.ac.uk/jobs](http://www.sheffield.ac.uk/jobs)

### **Informal enquiries:**

For informal enquiries about this job and the recruiting department, contact: Jeremy Dawson on [j.f.dawson@sheffield.ac.uk](mailto:j.f.dawson@sheffield.ac.uk)

For administration queries and details on the application process, contact the lead recruiter: Kathryn Hewitt on [k.hewitt@sheffield.ac.uk](mailto:k.hewitt@sheffield.ac.uk).

For all online application system queries and support, visit:

<https://www.sheffield.ac.uk/jobs/applying>

**Health assessment:** All new employees will undertake a Health Assessment Questionnaire. The questionnaire is to assess the individual's fitness for the job role which they have been offered and ensures appropriate health advice and guidance can be provided. The assessment will be carried out on behalf of the University by Health Management Limited (HML).

## Selection-Next Step

Following the closing date, we will contact you by email to let you know whether or not you have been shortlisted to participate in the next stage of the selection process. Please note that due to the large number of applications that we receive, it may take up to two working weeks following the closing date before the recruiting department will be able to contact you.

The University of Sheffield is committed to achieving excellence through inclusion.



The University of Sheffield is proud to be a Two Ticks employer [www.sheffield.ac.uk/hr/equality/support/twoticks](http://www.sheffield.ac.uk/hr/equality/support/twoticks)





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