

## JOB DESCRIPTION

<b>Vacancy No:</b>	002087
<b>Job Title:</b>	Postdoctoral Research Fellow in Decolonising Screen Worlds
<b>Department:</b>	School of Arts
<b>Grade/Salary:</b>	£37,614.50 per annum inclusive of London Allowance
<b>Hours:</b>	35 hours per week
<b>Responsible to:</b>	Principal Investigator
<b>Responsible for:</b>	n/a

### Department Background

The School of Arts is a world-leading centre for study and research involving visual and sound arts, material and intangible cultures, media industries and digital cultures of Asia, Africa and the Middle East, and their global diasporas. There are many arts degrees available bringing together scholars and students from three units at SOAS: the Department of the History of Art & Archaeology (HAA), the Department of Music and the Centre for English Studies. The School of Arts also hosts the Centre for Creative Industries, Media and Screen Studies. It is a unique concentration of experts, with some thirty full-time academic staff members, unsurpassed in scale and reach by any other institution or university worldwide.

Details of the Department can be found on <https://www.soas.ac.uk/soasoas/>

### Job Summary

The Postdoctoral Research Fellow in Decolonising Screen Worlds will contribute full time for two years to the ERC-funded project “Screen Worlds: Decolonising Film and Screen Studies.” They will be responsible for co-leading Case Study 3 (“Decolonising Film and Screen Studies”) with the Principal Investigator. They will be responsible for the following deliverables: making a 30-minute documentary film and six, short audio-visual essays related to the topic of “decolonising screen worlds”; researching and publishing two journal articles; assisting the PI in editing the volume *Decolonising Film and Screen Studies*; and working with the Screen Worlds team to develop and distribute our “Decolonising Film and Screen Studies” toolkits. Beyond this, the Postdoctoral Research Fellow may be expected to help to disseminate the results of the research at related workshops, conferences, film festivals, and through online media dissemination on the project website and elsewhere. They need to support the PI in realising the overall vision for the project and show creativity and initiative.

### Key Tasks

- Use initiative and creativity to identify areas for research, develop new research methods and extend the research portfolio.
- Use creativity to analyse and interpret research data and draw conclusions on the outcomes.

- Contribute to collaborative decision making with colleagues in areas of research.
- Write up research work for publication, ensuring that the publications are of a high quality and made available open access.
- Collaborate with academic colleagues on areas of shared interest.
- Contribute to collaborative decisions with colleagues in areas of research.
- Support of the Screen Worlds project coordinator in conducting coordination activities, and in implanting the QCA process
- (Co-)author the Screen Worlds scientific publications
- Author Screen Worlds deliverables other than the scientific publications (e.g. a 30-minute documentary film and six short audio-visual essays)
- Adhere to Funder specific terms and conditions.

### General

- The post holder must at all times carry out their responsibilities with due regard to the School's Respect at SOAS statement and adhere to and promote the School's Equality and Diversity policies
- The post holder must accept responsibility for ensuring that policies and procedures relating to health and safety at work are adhered to at all times
- The post holder must carry out their duties in line with the requirements of the Data Protection Act / GDPR, research ethics policy and procedures and Using Personal Data in Research: Code of Practice.
- The post holder must abide by the requirements of the School's IT policies

### Competency and Evidence

Communication:

#### Overall communication

- At all times express the values of the project in terms of the ethical treatment of others, especially in non-Euro-American contexts, and particularly in terms of the ethics of filmmaking (e.g. seeking informed consent from all filmed participants)
- Responsiveness to the PI and Screen Worlds team at all times

#### Audio-visual communication

- Ability to translate complex theories and ideas into the films and audio-visual essays
- Ability to show creativity and resourcefulness in making the best films possible within the project's limited resources

#### Oral communication

- Ability to summarise and interpret complex, conceptual and specialist matters to suit different audiences (e.g. high-level delegates, senior academics and external providers) with varying levels of understanding and ability.
- Ability to adjust content of information that needs careful explanation or interpretation to suit the needs of different audiences.
- Present information on research progress and outcomes at conferences and to bodies supervising research, e.g. advisory board
- Conduct interviews in order to collect qualitative data.

#### Written communication

- Ability to adjust the level of content and use a range of formats, to meet the needs of different audiences ensuring their understanding
- Ability to summarise and interpret complex, conceptual and specialist or highly technical matters using a range of styles and media selected to meet the needs of a diverse audience.

- Write up results of own research for publication and where appropriate for Funders.
- Prepare papers for steering groups and other bodies.
- Preparing proposals and applications to external grant-funding bodies.
- Contribute to the creation and maintenance of the project webpages.

#### Teamwork and Motivation:

- Ability to be supportive and encouraging to others, with a flexible approach to delivering team results. Actively contribute to team morale.
- Manage own research and administrative activities, with guidance if required.
- Work with colleagues on joint projects, as required

#### Liaison and Networking:

- Disseminate information in an accurate and timely manner, and build relationships to facilitate the exchange of information.
- Work across team boundaries to build and strengthen working relationships and participate in networks to pursue a shared interest.
- Liaise with research colleagues, support staff and students.
- Collaborate with academic colleagues on areas of shared research interest.
- Make internal and external contacts to develop knowledge and understanding and form relationships for future collaboration.
- Build internal contacts and participate in internal networks for the exchange of information and to form relationships for future collaboration.
- Join external networks to share information and identify potential sources of funds.

#### Service Delivery:

- Ability to explore and adapt a service to meet client expectations and also identify ways of improving standards
- Take the initiative in administrative matters.
- Contribute to successfully accomplishing the aims and objectives of the project

#### Decision Making Processes and Outcomes:

- Use own judgment to make decisions, considering the impact, assessment of possible outcomes and chances of success.
- Make collaborative decisions with a group or committee to reach conclusions, and ensuring that options are weighted, outcomes identified and chances of success considered.
- Contribute to collaborative decision making with colleagues in areas of research.

#### Planning and Organising Resources:

- Plan, prioritise and manage own research activity in collaboration with others to achieve agreed objectives.
- Use research resources and workshops as appropriate.
- Help to oversee the project budget, including liaising with SOAS research office and finance staff.
- Organise team meetings, events and workshops for the project, including helping to organise travel arrangements.
- Gather and store data in a manner consistent with SOAS policies and external regulations such as GDPR and Funders terms and conditions.

#### Initiative and Problem Solving:

- Use initiative and creativity to resolve problems, identifying practical and suitable solutions.
- Use new research techniques and methods.
- Use initiative and creativity to identify areas for research, develop new research

<p>methods and extend the research portfolio.</p> <ul style="list-style-type: none"> <li>• Use creativity to analyse and interpret research data and draw conclusions on the outcomes.</li> </ul>
<p>Analysis and Research:</p> <ul style="list-style-type: none"> <li>• Identifying or designing data gathering and analytical methods appropriate for the investigation, and producing reports that identify key issues and findings.</li> <li>• Carry out the agreed programme of research and analysis involving literature searches, stakeholder mappings, focus group consultations, collection of quantitative data and qualitative data from fieldwork.</li> <li>• Manage qualitative and quantitative research data.</li> </ul>
<p>Sensory and Physical Demands:</p> <ul style="list-style-type: none"> <li>• Carry out tasks at a level which would require routine and little physical effort.</li> <li>• May be required to carry out tasks that require the learning of certain skills.</li> <li>• Balance with help the competing pressures of research and administrative demands and deadlines.</li> </ul>
<p>Work Environment:</p> <ul style="list-style-type: none"> <li>• Experience of recognizing common hazards and risks and eliminating to safeguard the situation.</li> <li>• Required to be aware of the risks in the work environment and their potential impact on their own work and that of others.</li> <li>• Undertake fieldwork overseas ensuring that appropriate risk assessments have been undertaken (<i>and the overseas travel policy is adhered to</i>).</li> </ul>
<p>Pastoral Care and Welfare:</p> <ul style="list-style-type: none"> <li>• Experience of calming and reassuring those in distress, providing assistance but also referring to others when extra help is needed.</li> <li>• Show consideration to others.</li> </ul>
<p>Team Development:</p> <ul style="list-style-type: none"> <li>• Providing advice and guidance to project members and other colleagues on standard information or procedures.</li> </ul>
<p>Knowledge and Experience:</p> <ul style="list-style-type: none"> <li>• Possess sufficient breadth or depth of specialist knowledge in the discipline and of research methods and techniques to work within established research programmes.</li> <li>• Engage in continuous professional development.</li> <li>• Understand equal opportunity issues as they may impact on areas of research content.</li> </ul> <p>(See Person Specification for further criteria)</p>

*The above list of job duties is not exclusive or exhaustive and the post holder will be required to undertake such tasks as may reasonably be expected within the scope and grading of the post. Job descriptions should be reviewed regularly to ensure they accurately represent the post, and may be varied from time to time at the discretion of the School, in consultation with the post holder.*

## PERSON SPECIFICATION

<b>Job Title:</b>	<b>Postdoctoral Research Fellow</b> in Decolonising Screen Worlds
<b>Department:</b>	<b>School of Arts</b>

	<b>ESSENTIAL</b>	<b>DESIRABLE</b>
<b>Qualifications, Experience and knowledge</b>		
A PhD, or very close to the completion of a PhD, in a relevant subject (i.e. film, with a practice element)	X	
Evidence of excellent analytical skills in PhD thesis and other publications	X	
Evidence of excellent filmmaking skills and experience as part of academic research	X	
A clear understanding of the culture and environment of a research-intensive university or similar research or enterprise organisation	X	
Show a strong knowledge of, and engagement with, decolonising theories and discourses	X	
Able to communicate effectively in English and in audio-visual media	X	
<b>Skills and abilities</b>		
Well-developed written, audio-visual and interpersonal communication skills.	X	
Evidence of excellent analytical skills in PhD thesis and other publications	X	
Evidence of excellent filmmaking skills and creativity	X	
Able to establish and maintain good working relationships with colleagues, students and external funders.	X	
Good English reading, writing and speaking capacity	X	
Good communication and team collaboration skills	X	
Able to work independently and to participate fully as a team member.	X	
Proven administrative and organisational skills	X	
Sound time management skills; the ability to plan and to meet deadlines.	X	
Good IT skills and knowledge of MS Office, especially Outlook, word and Excel	X	
Willingness to undertake travel as part of the project and to present research at workshops, conferences and film festivals, and through online media dissemination	X	