Position: Research Director

1. POSITION DETAILS

Job Title: Research Director

Tenure: 12 months

Job Tasks: Co-ordinating the LSE UPR Research Teams

2. KEY TASKS/ RESPONSIBILITIES

RESPONSIBILITIES

- Organising the activities of the LSE Research Teams
- Either acting as, or appointing a Research Team Leader
- Hiring the Research Teams
- Ensuring the Research Teams have enough faculty support
- Assisting the Research Teams with conference presenting opportunities
- With the assistance of the UPR Editorial Team, drafting and publishing the work of the Research Teams
- Promoting the undertaking of undergraduate research within the wider LSE student body
- Participate in UPR roundtable meetings

3. PERSON SPECIFICATION: KNOWLEDGE AND SKILLS REQUIRED

Essential:
• Team management experience
• Previous research experience
• Interest in and commitment to the UPR mission.
• Ability to work flexibly within a busy team environment and willingness to support fellow members of the team
• Time management skills - able to delegate efficiently
• Strong interpersonal skills, with the confidence to communicate effectively, both in writing and verbally, with fellow students and staff at all levels

Desirable:

• Previous presenting experience at academic conferences

4. PERSON SPECIFICATION: PROFILE

Essential:

We welcome applicants that represent any and all voices and we are committed to comprehensive representation, inclusivity and equality of access.

This position is open to:

All current LSE undergraduate student in their second year of study.

5. WHAT TO EXPECT FROM THE ROLE

• Contributing to the advancement of the UPR as part of an energetic and ambitious team
• Playing a leading role in co-ordinating and producing undergraduate research