



Cardiff
Metropolitan
University

Prifysgol
Metropolitan
Caerdydd

JOB DESCRIPTION

Job Title:	Research Associate, Welsh Medium - Speech, Language and Communication Surveillance Tool Development and Evaluation Project
School:	Cardiff School of Sport & Health Sciences
Department:	Research and Innovation
Location:	The project is based at Llandaff Campus. This role will involve working remotely across Wales
Grade:	6A/B
Salary:	£38,205 - £42,977
Hours:	Full-time (fractional contracts will be considered – see below)
Tenure:	Fixed Term (2 years) Secondment options available.

Role Summary:

The postholder will work on the Welsh Government funded project for the development and evaluation of a bilingual surveillance tool of early speech, language and communication development in children in Wales.

The postholder will be responsible for collection of substantial data, including assessment of speech, language and communication skills in Welsh and English and participant recruitment. They will work closely with the Project Manager and Senior Research Associate. Welsh language is essential for this role.

The data collection areas are likely to be Gwynedd, Carmarthenshire and the South-East Wales area. Fractional contracts would be considered to allow the postholder to complete data collection over a smaller geographical area e.g. North Wales or South Wales only. A full-time post-holder would be required to complete data collection across all designated areas.



Cardiff
Metropolitan
University

Prifysgol
Metropolitan
Caerdydd

ROLE PROFILE

Principal Duties and Responsibilities:

1. Travel across Wales to participant locations to collect data
2. Build connections with key stakeholder groups who will be future users of the surveillance tool and routes to recruitment.
3. Carry out co-production activities with parents and representatives from stakeholder groups to inform the development of the surveillance tool together with other members of the Project team.
4. Recruit families and practitioners for trialling of the prototype version of the surveillance tool.
5. Assist with refining the tool based on the early trialling.
6. Recruit participants for the collection of normative data.
7. Develop, design, and manage data collection for the project with other members of the project team.
8. Contribute to the dissemination of research findings. Co-author research reports and publications on the research conducted as part of the project. Disseminate the findings through presentations to stakeholders at national and international events.

Standard Notification

These guidelines are provided to assist you in the performance of your role. The university is a dynamic organisation; therefore changes may be required from time to time. Any changes will be made in consultation with the post-holder. The Summary of Duties and Responsibilities is not intended to be an exhaustive list of tasks performed. Other associated tasks are likely to be performed as directed by the line manager.

The University is committed to the highest ethical and professional standards of conduct. Therefore, all employees are expected to have due regard for the impact of their personal behaviour and conduct on the University, students, colleagues, business stakeholders and our community. Each employee must demonstrate adherence to our Code of Professional Conduct. In addition, all employees should have particular regard for their responsibilities under Cardiff Metropolitan University's Equalities, Financial, Environmental and Sustainability, People Services and Health and Safety policies and procedures.

Mae'r ddogfen hon hefyd ar gael yn Gymraeg / This document is also available in Welsh.



PERSON SPECIFICATION

Job Title: **Research Associate, Welsh Medium
Speech, Language and Communication
Surveillance Tool Development and
Evaluation Project**

School/Unit: Cardiff School of Sport and Health Sciences

*Key	
A	- Application form
I	- Interview
P	- Presentation

FACTORS	ESSENTIAL AND DESIRABLE CRITERIA	ASSESSED BY		
		A*	I*	T*
Education and Qualifications (Essential)	<ul style="list-style-type: none"> Undergraduate degree at 2:1 or above relevant to early childhood development or linguistics. 	A		
Education and Qualifications (Desirable)	<ul style="list-style-type: none"> HPCP registered speech and language therapist Postgraduate degree to Master's or doctoral level in relevant subject Membership of a professional body. 	A A A		
Knowledge (Essential)	<ul style="list-style-type: none"> Knowledge of early speech, language and communication development in children. Awareness of the context in which speech, language and communication development takes place within Wales 	A A	I I	
Knowledge (Desirable)	<ul style="list-style-type: none"> Knowledge of research methods and analysis relevant to the study Knowledge of processes involved in collection of normative data Knowledge of the key stakeholders involved in early speech, language and communication development in Wales 	A A A	I I	
Skills and Abilities Relating to Role	<ul style="list-style-type: none"> Ability to engage and connect with key stakeholder groups 	A	I	

(Essential)	<ul style="list-style-type: none"> • Ability to engage and connect with parents and children • Ability to conduct assessments of children’s speech, language and communication skills • Ability to design processes for participant recruitment, data collection and data storage • Ability to analyse speech, language and communication data collected from the surveillance tool. • Excellent analytical skills • Ability to communicate complex information clearly, both orally and in writing. • Competent in the use of Microsoft Office • Ability to use personal initiative and creativity to solve problems encountered in the research context. • Ability to develop productive working relationships as part of a professional team. 	A A A A A A A A A	I I	T
Skills and Abilities Relating to Role (Desirable)	<ul style="list-style-type: none"> • Knowledge of research software packages 	A	I	
Experience Paid/Unpaid (Essential)	<ul style="list-style-type: none"> • Experience of assessing young children’s development, particularly speech, language and communication • Experience of working to tight deadlines • Experience of analysing child speech and language samples 	A A A	I I	T
Experience Paid/Unpaid (Desirable)	<ul style="list-style-type: none"> • Experience of working on research projects • Experience of supporting funded collaborative research projects • Experience of recruiting participants. • Experience in the delivery of reports, conference presentations and/or journal publications • Experience of self-led research activity - designing, implementing, and reporting quantitative research 	A A A A A		

Other Requirements (Essential)	<ul style="list-style-type: none"> • Ability to speak fluent Welsh, adapting to various audiences • The appointment of the successful applicant will be subject to a Enhanced Disclosure and Barring Service check (DBS, previously CRB) • Ability to work flexibly with regard to working pattern. • Ability to travel throughout Wales as required. 	A A	I	T
Other Requirements (Desirable)				
Welsh Language Skills Listening Essential For the full skill descriptions, please visit our staff recruitment website.	<u>Please select one of the below levels</u> <u>Listening</u> C1 - Fluent user Can communicate fluently in Welsh.	C1		
Welsh Language Skills Reading Essential	<u>Reading</u> C1 - Fluent user Can communicate fluently in Welsh.	C1		
Welsh Language Skills Speaking Essential	<u>Speaking</u> C1 - Fluent user Can communicate fluently in Welsh.	C1		
Welsh Language Skills Writing Essential	<u>Writing</u> C1 - Fluent user Can communicate fluently in Welsh.	C1		

*Please note that a criminal record may not necessarily be a bar to obtaining employment in Cardiff Metropolitan University. For further information on Disclosure and Barring Service (DBS, previously CRB) please go to <https://www.gov.uk/crb-criminal-records-bureau-check>

