



NOTES

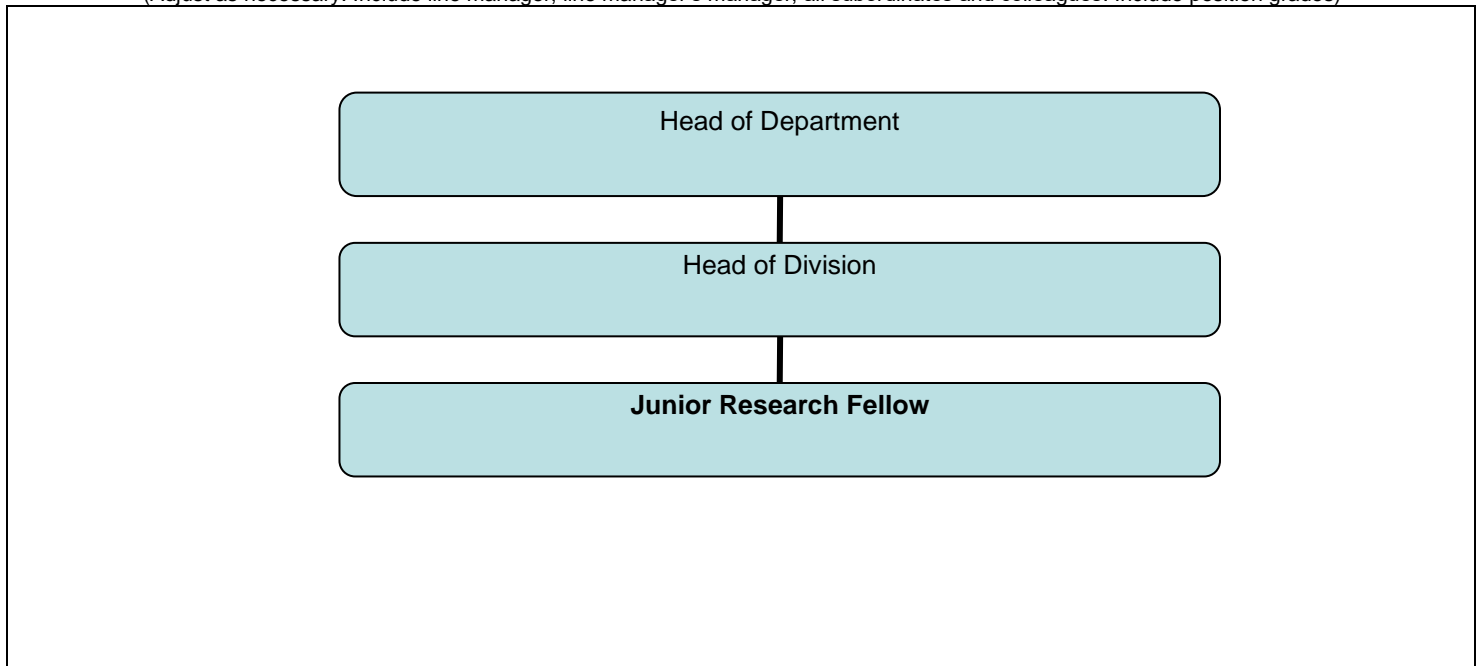
- Forms must be downloaded from the UCT website: <http://forms.uct.ac.za/forms.htm>
- This form serves as a template for the writing of position descriptions.
- A copy of this form is kept by the line manager and the position holder.

POSITION DETAILS

Position title	Junior Research Fellow		
Job title (HR Practitioner to provide)	Lecturer		
Position grade (if known)		Date last graded (if known)	
Academic faculty / PASS department	Health Sciences		
Academic department / PASS unit	Human Biology		
Division / section	HPALS research centre, Division of Exercise Science and Sports Medicine		
Date of compilation	December 2020		

ORGANOGRAM

(Adjust as necessary. Include line manager, line manager's manager, all subordinates and colleagues. Include position grades)



PURPOSE

The main purpose of this position is to conduct research in exercise science and sports medicine, particularly within the genetics of soft tissue injuries with a focus in the area of elucidating the molecular mechanisms causing tendon and ligament injury.

UCT's DVC for Research has made funding available for Junior Research Fellows: (1) to increase research productivity and strengthen the career-pathing of a next generation of researchers that are nurtured and well-networked into a community of scholars working in an interdisciplinary way; and (2) to bolster the research capacity of UCT's research groupings.

The Junior Research Fellow taking up a position the Health through Physical Activity and Lifestyle Research Centre (HAPLS), will assist in advancing the discovery of genetic loci underpinning soft tissue injuries and also the development of functional systems which can be applied to characterize the biological significance of these loci in tendon and ligament towards elucidating the molecular mechanisms of these injuries. This will require interdisciplinary work in genetics, cell biology and bioinformatics to name only a few. The Fellow will work with various teams in these areas within the Research Centre and within the University and established network of collaborators in the international arena.

CONTENT

Key performance areas		% of time spent	Inputs (Responsibilities / activities / processes/ methods used)	Outputs (Expected results)
E.g.	General and office administration	25%	<p>Takes, types up and distributes minutes and agendas for monthly departmental meeting.</p> <p>Greets visitors, enquires as to the nature of their visit and directs them to the appropriate staff member.</p>	<p>All staff members receive an electronic copy of accurate minutes and agendas, in the departmental template/format, a week before the meeting.</p> <p>Visitors are directed to appropriate staff member in a professional and efficient manner.</p>
1	Scientific Research	80%	<ul style="list-style-type: none"> • Conceptualise and implement a central research project that will form the core of the incumbent's activities. • Contribute to research projects in the Health Through Physical Activity and Lifestyle Research Centre (HAPLS) in cases where the incumbent has relevant expertise. • Author/co-author journal and conference papers • Prepare findings for presentation at national and international conferences. • Seek out potential collaborations with appropriate researchers both locally and internationally. • Review journal papers and conferences submissions of others in research group. • Present seminars. • Maintain data and databases 	<ul style="list-style-type: none"> • At least one journal article per year as first author. • At least one journal article per year where the incumbent is a contributing author. • At least one conference presentation per year. • Research collaborations established. • Contributions to research programme of the Centre. • Dissemination of research results in various forms. • Effective data management (back-ups, security, accuracy)
2	Co-supervision of postgraduate students	8%	<p>Assist students with:</p> <ul style="list-style-type: none"> • Project definition • Proposal preparation • Project implementation • Thesis preparation • Ethics applications 	<ul style="list-style-type: none"> • Student projects run smoothly and are completed within the expected time limits. • Students are able to rely on incumbent when primary supervisor is unavailable. • Capacity is developed in molecular and cell biology
3	Preparation of funding proposals for local and international funding agencies	5%	<ul style="list-style-type: none"> • Actively seek and identify funding opportunities • Conceptualise new research proposals • Write funding proposals • Collate required information for proposal submission • Liaise with university administrative offices for submission of proposals 	<ul style="list-style-type: none"> • Successful submission of funding proposals to local and international agencies

4	Research administration	4%	<ul style="list-style-type: none"> • Manage research to enable smooth running of projects. • Manage research grants. 	<ul style="list-style-type: none"> • Research projects run smoothly
5	Teaching	3%	<ul style="list-style-type: none"> • Contribute to the teaching programs 	<ul style="list-style-type: none"> • Lecture on the postgraduate Honours programs within the Division

MINIMUM REQUIREMENTS

Minimum qualifications	PhD in a topic related to Molecular biology or Cell Biology			
Minimum experience (type and years)	At least 2 years of postdoctoral research experience in Molecular biology or a closely related field A track record of publications in the area of genetics of connective tissue injuries			
Skills	Research; postgraduate supervision, scientific writing; engagement with stakeholders and partners within and outside the university			
Knowledge	Ability to conduct genetic research and set up molecular functional systems to test genetic loci			
Professional registration or license requirements	Not required			
Other requirements (If the position requires the handling of cash or finances, other requirements must include 'Honesty to handle cash or finances'.)	Ability to work in an interdisciplinary field Strong interpersonal skills Strong Statistical experience is necessary Grant writing experience would be advantageous Research experience in genetic association studies and cell biology are required.			
Competencies (Refer to UCT Competency Framework)	Competence	Level	Competence	Level
	Analytical thinking/problem solving	2	Coaching / Developing Others	2
	Building interpersonal relationships	2	Formal presentation	2
	Client/student service and support	2	Written communication	2
	Communication	2		

SCOPE OF RESPONSIBILITY

Functions responsible for	Research and related administrative requirements.
Amount and kind of supervision received	Incumbent will be mentored by the PIs (Prof. AV September and Prof. Malcolm Collins) and will attend regular research group meetings.
Amount and kind of supervision exercised	Co-supervision of postgraduate students and guidance on their research projects; weekly interaction.
Decisions which can be made	Direction of own research project, under guidance from mentors.
Decisions which must be referred	Direction of student research projects is to be discussed with and approved by primary supervisors. Funding applications must be discussed with mentors and final approval for their submission must be obtained from mentors. Financial decisions must be deferred. UCT authorship guidelines must be followed. Decisions having medium- to long-term impact must be deferred.

CONTACTS AND RELATIONSHIPS

Internal to UCT	Members of Division and Department Collaborators in other groups and departments
External to UCT	Collaborators