

HR191	POSITION DESCRIPTION	 UNIVERSITY OF CAPE TOWN IYUNIVESITHI YASEKAPA • UNIVERSITEIT VAN KAAPSTAD
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NOTES

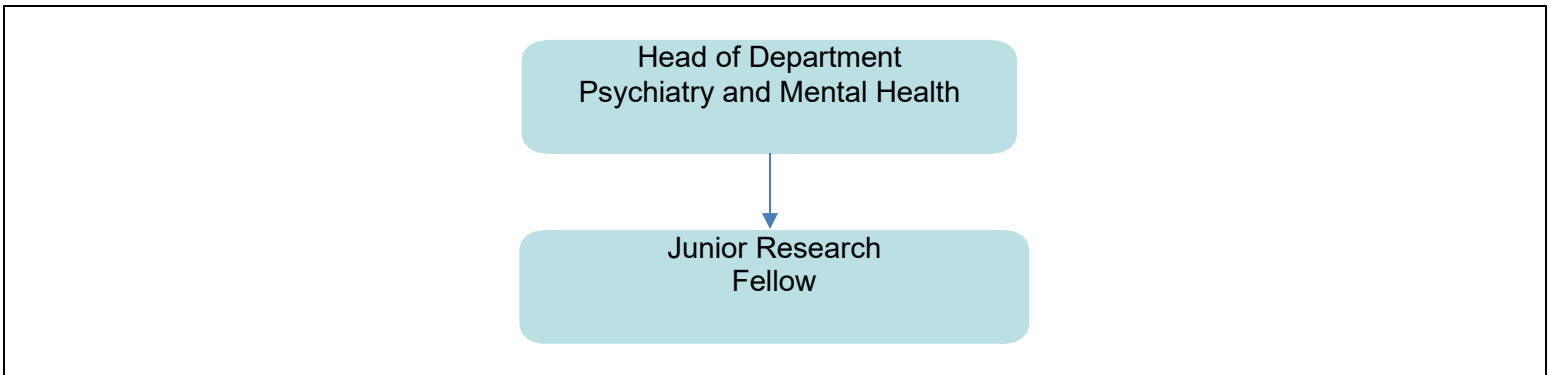
- Forms must be downloaded from the UCT website: <http://forms.uct.ac.za/forms.htm>
- This form serves as a template for the writing of position descriptions.
- A copy of this form is kept by the line manager and the position holder.

POSITION DETAILS

Position title	Junior Research Fellow		
Job title (HR Business Partner to provide)			
Position grade (if known)	Assistant Lecturer	Date last graded (if known)	
Academic faculty / PASS department	Health Sciences		
Academic department / PASS unit	Department of Psychiatry and Mental Health		
Division / section	Division of Psychopharmacology and Biological Psychiatry		
Date of compilation	23 August 2024		

ORGANOGRAM

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



PURPOSE

The application is for a Junior Research Fellow in Brain Imaging, a key teaching, research, and social responsivity area in the Department of Psychiatry and Mental health, as well as in the University of Cape Town's interdisciplinary Neuroscience Institute (NI; <http://www.neuroscience.uct.ac.za/>).

Responsibilities span:

- Postgraduate student supervision
- Postgraduate teaching to MMed (Psychiatry) students
- Undergraduate teaching to MBChB students
- Workshops for clinicians
- Mentorship and capacity building in the field
- Grant and manuscript writing

CONTENT

Key performance areas		% of time spent	Inputs (Responsibilities / activities / processes/ methods used)	Outputs (Expected results)
1	Teaching and learning Undergraduate/Postgraduate programmes	15%	<ul style="list-style-type: none"> Review course content and materials, updating when required. Ensure that course design and delivery comply with the quality standards and regulations of the university and the department. Supervise postgraduate students to execute their research projects (protocol development, data collection and analysis, publication of results, translation of findings). 	<ul style="list-style-type: none"> High quality materials for the undergraduate/postgraduate teaching programmes are regularly updated. Relevant and up-to-date content of the teaching materials is delivered. The number of postgraduate student graduates is maintained and preferably increased.
2	Research	70%	<ul style="list-style-type: none"> Obtain research grant and collaborate on research project to fund research projects. Conduct literature/systematic reviews. Complete, publish and disseminate research findings in notable peer reviewed journals to contribute to the field of evidence-based mental health interventions. Give presentations on research findings. 	<ul style="list-style-type: none"> Research findings are regularly published in peer reviewed journals. Research findings are disseminated at national and international level through presentations.
3	Leadership, management and administration	10%	<ul style="list-style-type: none"> Perform administrative functions at Departmental, Faculty and University level, if needed, and also related to teaching and research projects (convene courses, manage research teams, manage funding for research, monitor operational expenses and write progress reports). 	<ul style="list-style-type: none"> Responsibility of contributing to the smooth functioning of the Division of Psychopharmacology and Biological Psychiatry by leading/managing the postgraduate courses/students.
4	Social responsiveness	5%	<ul style="list-style-type: none"> Translate research findings into the community, for the benefit of the public, where relevant. 	<ul style="list-style-type: none"> Some evidence of participating in evidence-based policy development, channelling research findings into policy development processes and conducting policy advocacy.

MINIMUM REQUIREMENTS

Minimum qualifications	PhD qualification in health sciences			
Minimum experience (type and years)	<ul style="list-style-type: none"> Two years of post-doctoral training in neuroimaging. Demonstrated experience in analysis and publication of large-scale brain imaging datasets, including brain age analyses, machine learning methods, and neurodevelopmental work. Demonstrated experience in postgraduate research supervision. An emerging research and publications profile as well as other evidence attesting to an active research capacity and understanding in their research focus area/s. 			
Skills	<ul style="list-style-type: none"> Demonstrated experience in analysis of large-scale brain imaging datasets, including brain age analyses, machine learning methods, and neurodevelopmental work. Demonstrated experience in facilitating learning and teaching in higher education. Demonstrated experience in postgraduate research supervision. An emerging research and publications profile as well as other evidence attesting to an active research capacity and understanding in their research focus area/s. Excellent planning and organising skills, communication skills and teamwork. 			
Knowledge	Evidence-based mental health interventions practice and research.			
Professional registration or license requirements	None			
Other requirements (If the position requires the handling of cash or finances, other requirements must include 'Ability to handle cash or finances'.)	None			
Competencies (Refer to UCT Competency Framework)	Competence	Level	Competence	Level
	Analytic thinking/problem solving	2	Teamwork/collaboration	2
	Building interpersonal relationships	2	Conceptual thinking	2
	Client/student service and support	2	Planning and organising/work management	2
	University awareness	2	Written communication	2

SCOPE OF RESPONSIBILITY

Functions responsible for	<ul style="list-style-type: none"> Postgraduate teaching and training Research and development Management and leadership Social engagement
Amount and kind of supervision received	Guidance and mentorship are received from the Head of Division and the Head of Department.
Amount and kind of supervision exercised	<ul style="list-style-type: none"> Effective management and supervision of individuals or groups in which the incumbent functions as lead. Full control of teaching and learning responsibilities delegated to the incumbent.
Decisions which can be made	<ul style="list-style-type: none"> Review and continued supervision of postgraduate students. Review and continued development of programmes in which the incumbent is involved and/or responsible for the management and administration.
Decisions which must be referred	Anything not delegated or beyond the scope of responsibility.

CONTACTS AND RELATIONSHIPS

Internal to UCT	Members in the Division of Psychopharmacology and Biological Psychiatry, and the Department of Psychiatry and Mental Health, the Faculty of Health Sciences, and the University.
External to UCT	Relevant stakeholders (outside UCT)