Job Related Information

This document includes information about the role for which you are applying and the information you will need to provide with your application.

1. Role Details

<table>
<thead>
<tr>
<th>Vacancy reference:</th>
<th>15326</th>
</tr>
</thead>
<tbody>
<tr>
<td>Job title:</td>
<td>Research Fellow or Senior Research Fellow</td>
</tr>
<tr>
<td>Reports to:</td>
<td>Director of the Police Learning Transformation Programme (in the Centre for Policing Research and Learning)</td>
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<tr>
<td>Salary:</td>
<td>£33,199 – £39,609 (AC2) - £40,792 - £48,677 (AC3), commensurate with skills and experience</td>
</tr>
<tr>
<td>Terms and conditions:</td>
<td>Academic</td>
</tr>
<tr>
<td>Grade:</td>
<td>AC2/AC3</td>
</tr>
<tr>
<td>Duration of post:</td>
<td>Fixed Term Contract until 30 September 2019</td>
</tr>
<tr>
<td>Working hours:</td>
<td>Full-time, part-time may be considered</td>
</tr>
<tr>
<td>Location:</td>
<td>Milton Keynes, with travel around England and Wales for fieldwork</td>
</tr>
<tr>
<td>Closing date:</td>
<td>Midday Wednesday 5th December 2018</td>
</tr>
<tr>
<td>Type of application form accepted:</td>
<td>Electronic (Short application form and covering letter)</td>
</tr>
<tr>
<td>Number of referees required:</td>
<td>Three</td>
</tr>
<tr>
<td>Unit recruitment contact:</td>
<td><a href="mailto:fbl-recruitment@open.ac.uk">fbl-recruitment@open.ac.uk</a></td>
</tr>
</tbody>
</table>
2. Summary of duties

We wish to appoint a Research Fellow or Senior Research Fellow to work on the Police Learning Transformation Programme, which is a national research and development project of The Open University’s Centre for Policing Research and Learning (CPRL). The project is undertaking action research in order to enhance the further professional development of the police workforce through improving the quality of police learning and development departments across the 43 territorial police forces of England and Wales. Research underpins this organisation development work. This research project has already started and is producing outputs, so the post-holder will join an existing and well-functioning research team.

The Police Learning Transformation Programme is a grant to CPRL of just over £1M, led by the Mayor’s Office of Policing and Crime (MOPAC) for London with which the work is jointly undertaken, and funded by The Home Office. The project aims to support all 43 police forces in England and Wales, working closely with MOPAC and the College of Policing, so this work is already having a high national profile. The academic work also has wider applicability to other public services and large organisations across sectors.

The project derives from the national policy initiative to improve the quality of police learning and development. The current project is providing research and educational support to enable the organisational development needed across all police forces to enact the revised learning and development standards, to foster continuous improvement in police learning and development departments, and strengthen all training, learning and development provision through a greater engagement in evidence-based teaching and learning. Many police forces have already volunteered to be part of this action research.

The post-holder will work within CPRL, and be based in the Department of Public Leadership and Social Enterprise in The Open University Business School. CPRL is jointly supported by the Faculty of Business and Law (FBL) and the Faculty of Arts and Social Sciences (FASS) in its current 5 year programme of work, and the Centre also has funding from its police partners and from external grants (of which this research project is one). It is seen as a very successful part of The Open University, and is highly regarded among UK police forces.

The post holder will work with most UK police forces, the College of Policing, the Home Office and the National Police Chiefs’ Council. Therefore, familiarity in working with government and public services would be an advantage but is not essential.

This project forms part of the programme of work of the CPRL and the post-holder is accountable for their work to the Director of this project. The post holder is a member of the academic department, Public Leadership and Social Enterprise, and the post-holder is encouraged to participate in many activities of the Department.

Applications are sought from candidates with academic knowledge of, and expertise relevant to, learning and development in organizational settings, continuing professional development, pedagogy applied to professional contexts, and organizational change and development. Experience of teaching or research with the police is not essential but is desirable.

Appointment to Research Fellow or Senior Research Fellow will be dependent on skills, experience and career stage.

Main duties of the Research Fellow or Senior Research Fellow

- The Research Fellow will make a major contribution to the CPRL Police Transformation Programme by:
  - Contributing to action research design
  - Collecting and analysing data, both qualitative and quantitative.
  - Working in situ with police in forces and agencies across England and Wales to enhance the quality of teaching and learning provision and to embed research evidence into practice
  - Attend meetings with key stakeholders and present research findings from time to time.

The Research Fellow’s contribution will include:
- Working with the Director of the Police Learning Transformation Programme to meet the strategic responsibilities set out in the grant and its project plan.

- Generate and develop research ideas that reflect the aims of the Transformation Grant programme of work

- Undertake empirical research, as agreed with the Director of the Police Learning Transformation Programme

- Publish in good quality, high ranking journals.

- Contribute to the running of research seminars / events for academics, practitioners and policy makers.

- Help disseminate new knowledge to academics, policymakers, police and other organizations and the general public.

Research activity is strongly and actively supported by Centre and the University more generally and staff are supported in a range of research-related training, and in presenting their work at national and international academic conferences.
## 3. Person specification

### Education, qualifications and training

**Essential**
- A first degree in business/management, education/educational technology, social science or humanities
- A Masters, or equivalent experience, in a topic relating to operational or organizational development in policing such as public management, organizational change, learning and development among professionals, and technology-enhanced learning.
  
A PhD would also be desirable

### Knowledge, work and other relevant experience

**Essential:**
- An emerging research agenda and evidence of potential for developing a publication profile
- A record of involvement in the wider aspects of research life, such as contribution to academic conferences, membership of academic networks
- Research design and analysis skills
- Excellent writing skills and the ability to produce scholarly outputs such as journal articles

**Desirable:**
- Proven experience of developing or evaluating practice-based learning, especially with regard to continued professional development
- Both quantitative and qualitative analysis skills
- Evidence of working collaboratively with practitioners
- Experience of giving seminars or webinars
- Experience in inter-disciplinary working in research
- Evidence of working collaboratively with policing practitioners
- Experience of working with Technology Enhanced Learning design and development through a mixed methods approach

### Personal abilities and qualities

**Essential:**
- Computer literacy and ICT competence
- Professionalism as a colleague and proven track record of working collaboratively with others as a member of a team
- Capable of taking responsibility for own elements of work within a team framework
- Effective communication skills orally, in writing and electronically
- Excellent writing skills indicating ability to write high quality research materials
- Evidence of an ability to produce work to agreed deadlines

### Additional requirements/Special circumstances
Essential:

- A commitment to, and understanding of, equal opportunities policies and practices
- Ability to travel throughout the UK and internationally
- Willingness to work occasional evenings and weekends
- This post may also be suitable for someone seeking a secondment opportunity from a UK based police service.

4. Role specific requirements e.g. Shift working

There may be a requirement to travel to different parts of England and Wales to interview police officers and staff and other relevant partners in connection with the research.
5. About the unit/department

The Centre for Policing Research and Learning

The Centre for Policing Research and Learning (CPRL) is central to this application. The Centre works in close collaboration with 19 UK police forces and agencies, and has international links. The partners provide some funding to the Centre as well as providing leverage to apply for external research and teaching grants. In addition, the Centre has core funding from FBL and FASS for the 5 years 2017-2022. The Centre is working to a 5-year programme of work, agreed between FBL, FASS and the Centre Governance Board. The Centre works in close collaboration with the partner forces and other policing organizations across England, Wales and Northern Ireland and the membership reflects a variety of policing circumstances (size of force, type of communities, urban or rural, geographical spread). The Chair of the Centre is Dr Steven Chase, Director of People at Thames Valley Police. The Academic Director is Professor Jean Hartley of FBL. The police forces and organizations involved in the Centre partnership are:

Avon and Somerset Police  
Bedfordshire Police  
British Transport Police  
Cambridge Constabulary  
Dorset Police  
Essex Police  
Gloucestershire Constabulary  
Greater Manchester Police  
Gwent Police  
Hertfordshire Police  
Hampshire Constabulary  
Humberside Police  
Lancashire Constabulary  
Merseyside Police  
Metropolitan Police Service  
National Crime Agency  
North Yorkshire Police  
Police Service of Northern Ireland  
Thames Valley Police

There are currently more than 50 OU academics across a wide range of disciplines and across all faculties and institutes of the Open University involved in the Centre. Some work directly for the Centre while others contribute on a part-time basis through education, research or knowledge exchange activities.

The collaborative partnership has been involved in the development of the Centre since its origins in 2014, since when the Centre has grown rapidly. The Centre is involved in an ambitious programme of work across three streams:

1. Education: On-line and face-to-face learning in a series of informal as well as accredited packages  
2. Research: Undertaking and using research relevant to policing  
3. Knowledge exchange: Embedding understanding of evidence-based practice and mobilising change for improvement through evidence cafés, peer learning visits, conferences, lectures and workshops.

More information about the Centre can be found on the Centre website. http://centre-for-policing.open.ac.uk/

The last Annual Report (2017) can also be found on the website, which gives detailed information about the education, research and knowledge exchange over the last year.

The Open University Business School  
Founded in 1983, The Open University Business School holds a unique position as the leader in flexible,
accessible and high quality business and management education. We are recognised for the quality of our programmes, the excellence of our teaching and the impact of our research. The School is one of an international elite group of institutions to have triple accreditation by EQUIS, AACSB and AMBA. We are also a member of the Global Business School Network – an organisation working with top international business schools to build management education capacity in the developing world.

The School has four cross-disciplinary academic departments: Strategy and Marketing; Accounting and Finance; People and Organisations; Public Leadership and Social Enterprise. Each department includes academics, visiting experts, research staff and postgraduate students. The result is a dynamic, collaborative approach to research and programme development that is engaged with the needs of commercial, public and third sectors in the UK and internationally.

Research within the Business School combines intellectual rigour and innovation with practical relevance. Its academics have substantial experience working jointly with organisations in all sectors of the economy and directing their findings to influence management thinking and practice. There is an active PhD programme with around 30 PhD students. Since first entering the Research Assessment Exercise (RAE) in 1996, The Open University Business School has increased its research capability significantly, with external awards from Economic and Social Research Council, Engineering and Physical Sciences Research Council, Design Council, European Union, the private sector and internal sources. The 2014 Research Excellence Framework (REF) results show the high quality of the research outputs and impact of the School’s research. The School ranked 34th overall placing it in the top third of UK Business Schools. For impact, the School was placed 16th overall, indicating not only the excellence of the research but also its influence and relevance to user communities in all areas from practice to policy.

Research activity in the School is in part conducted through four research centres including:

- The Centre for Policing Research and Learning
- The True Potential Centre for the Public Understanding of Finance (Ture Potential PUFin),
- The Centre for Voluntary Sector Leadership (CVSL)
- Centre for Knowledge in Organisations and Professions (CKOP).

They attract top-level research-active academic staff and leading international partners. Find out more about these at: http://business-school.open.ac.uk/research/activity

The School offers a wide range of undergraduate, postgraduate, doctoral and executive education programmes. We also make a considerable amount of learning material available for free through The Open University’s own open educational resources platform OpenLearn and popular social media such as iTunesU and YouTube, and as part of FutureLearn – an Open University-owned international university collaboration to bring online learning to a global audience.

Further information about The Open University Business School can be found at: http://www.open.ac.uk/business-school/

Faculty of Business and Law
The Faculty of Business and Law is one of the four faculties of The Open University. It brings together two Schools – The Open University Business School and The Open University Law School – and has a strong reputation as a high-quality and innovative provider of management and legal education. Our courses and qualifications are studied by a wide range of people from all backgrounds – we are proud to promote opportunity and social justice by making higher education open to those unable to attend a more traditional
campus-based university.

Student satisfaction is a high priority and we are determined to deliver the best outcomes for everyone studying with us. Our students return some of the highest satisfaction scores in the National Student Survey – they have ever since the NSS began.

Around 35,000 students are currently enrolled on our business, management and law programmes; about quarter of them are based outside the UK in 80 countries. The majority of our students are employed and study part-time with us.

The Faculty employs around 130 academic staff, two thirds of whom are based at The Open University’s Milton Keynes campus and one third in the OU’s regional offices, aligned to the Faculty’s three Student Support Teams. The regional academics manage the Faculty’s 700 Associate Lecturers. Around 80 academic-related and administrative members of staff support the Faculty.

We are committed to developing our staff to achieve their full potential and offer a range of formal and informal training and development opportunities to support individual and Faculty objectives.

Faculty of Arts and Social Sciences

The Faculty of Arts and Social Sciences (FASS) embodies the core values of The Open University, enabling, empowering and transforming individuals, societies, cultures and ourselves through our teaching, research and engagement in dialogues across the world.

The Faculty is the largest and most diverse at The Open University, with some 50,000 students studying our courses with excellent completion rates and consistently outstanding student satisfaction ratings. Noted for the strength of our interdisciplinary approaches, our scholars of international standing teach and research a very wide range of topics and themes in specific subject areas, recognized as world class or internationally excellent in the latest Research Excellence Framework (REF) in 2014, and having a direct and profound influence on our undergraduate and postgraduate teaching.

The Faculty works closely with important organisations and institutions in the UK and other parts of the world in a range of validated partnerships and collaborations. Engaged in world-class, agenda setting research tackling the most difficult challenges facing us in the 21st Century, with work in numerous subject-based and interdisciplinary research groups and projects.

With c.1800 members of staff comprising academics, associate lecturers, support staff and full-time research students working across the locations of the University, combining originality and innovation in research and curriculum, the Faculty of Arts and Social Sciences is a vibrant and exciting place to study and work.

6. How to obtain more information about the role or application process

If you would like to discuss the particulars of this role before making an application please contact Professor Jean Hartley, Academic Director of CPRL jean.hartley@open.ac.uk or Dr Denise Martin Director of this project at denise.martin@open.ac.uk

If you have any questions regarding the application process please contact by email fbl-recruitment@open.ac.uk
### 7. The application process and where to send completed applications

**How to Apply:**

<table>
<thead>
<tr>
<th>Complete the short application form</th>
<th>The application form has been designed to give the information needed.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Covering letter</strong></td>
<td>Write a covering letter indicating why you are interested in this post and how you believe your knowledge experience and skills meet the Person Specification.</td>
</tr>
<tr>
<td></td>
<td>Please use the essential and desirable items listed in the person specification as subtitles within your letter. In writing your letter, examine carefully the description of the role and analyse how your skills, knowledge and experience match with the requirements set out in the person specification.</td>
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<tr>
<td></td>
<td>Please pick out specific examples from your experience which clearly demonstrate that you have the particular knowledge and capabilities required in the person specification.</td>
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</tbody>
</table>

| Curriculum Vitae (CV)               | You may wish to enclose an up to date CV with your application for employment. Please remove any information from your CV that might give an indication of your race, religion or belief, or sexual orientation, as these details are irrelevant to your application. |
|                                     | Decisions about short listing will be based solely on the information you provide on your application form and covering letter. |

<table>
<thead>
<tr>
<th>e-mail your application to:</th>
<th>Your completed application should be returned electronically to <a href="mailto:fbi-recruitment@open.ac.uk">fbi-recruitment@open.ac.uk</a></th>
</tr>
</thead>
<tbody>
<tr>
<td>Please ensure that your application reaches the University by:</td>
<td>Midday on Wednesday 5th December 2018</td>
</tr>
<tr>
<td></td>
<td>Applications received after the closing date will not be accepted.</td>
</tr>
</tbody>
</table>

### 8. Selection process and date of interview

<table>
<thead>
<tr>
<th>The interviews will take place on:</th>
<th>Interviews are planned for 14th December 2018 at Milton Keynes but this date may be changed if operationally required. Please also note that occasionally there may be a need for second interview.</th>
</tr>
</thead>
<tbody>
<tr>
<td>The selection process for this post will include</td>
<td><strong>Presentation</strong></td>
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<tr>
<td></td>
<td>When invited to interview, candidates will be asked to prepare a 10 minute presentation relevant to the post to the interview panel, the presentation title will be provided within the invitation.</td>
</tr>
<tr>
<td></td>
<td><strong>Pre-Submissions</strong></td>
</tr>
<tr>
<td></td>
<td>Candidates will be asked to pre submit two pieces of relevant work. To be confirmed within invitation.</td>
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</tbody>
</table>
We will let you know as soon as possible after the closing date whether you have been shortlisted for interview. Further details on the selection process will also be sent to shortlisted candidates.