



Job Description

This form summarises the purpose of the job and lists its key tasks. It is not a definitive list of all the tasks to be undertaken as those can be varied from time to time at the discretion of the School, in consultation with the postholder.

Job title: Research Officer, Kuwait Chair Research Programme

Department/Division: Middle East Centre

Accountable to: Professor Toby Dodge

Job Summary

To work under the direction of Professor Toby Dodge on the Kuwait Foundation for the Advancement of Sciences-funded Kuwait Programme. The main responsibilities will be to carry out research in Kuwait and then write and publish academic outputs on one or more of the themes of the LSE [Kuwait Programme](#) (healthcare, water and food security, diversifying energy sources, digital transformation, public sector reform, environmental policy, sovereign wealth fund, education policy).

Duties and Responsibilities

Range of Research Activities and Responsibilities

- Developing research projects which investigate one or more themes within the Kuwait Programme.
- Demonstrating the ability to analyse and research complex ideas, concepts or theories and apply appropriate methodologies.
- Design, organise and conduct three research fieldtrips to Kuwait. These trips may also include interacting with the funders, Kuwaiti government representatives, Kuwaiti stakeholders in the business sector, and Kuwait Programme alumni.
- Writing up research for publication in a variety of modes including academic peer reviewed journals and the Kuwait Programme Paper Series.
- Initiating and sustaining links with external partners to further collaboration.
- Presenting research papers at seminars and workshops.
- Contributing to the planning and facilitation of research workshops.
- Writing policy briefs and blog posts.
- Engaging proactively with Kuwait Foundation for the Advancement of Sciences on the research in progress.
- Contributing to wider Kuwait Programme activities, such as workshops or academic conferences.

Activities relating to administration and management and/or School service may include:

- Contributing to the administration of the Kuwait Chair Research Programme
- Organising research events, assisting research partners, supporting publications processes.
- Liaising with Kuwait Foundation for the Advancement of Sciences, the Kuwait Programme Chair, the Kuwait Programme Coordinator and other relevant Kuwait Programme partners.
- Playing a constructive role in the life of the Middle East Centre.



Flexibility

To deliver services effectively, a degree of flexibility may be required in the duties performed in order to meet the exigencies of service. Job roles may also naturally develop over time and ongoing substantial changes to a role will be discussed between line managers and their staff, with job descriptions updated as and when appropriate. Travel to Kuwait to conduct research is required in this role.

Equity, Diversity and Inclusion (EDI)

LSE is committed to building a diverse, equitable and truly inclusive university. All posts (and post holders) will seek to ensure diversity and inclusion, while opposing all forms of unlawful and unfair discrimination on the grounds of age, disability, gender identity, marriage and civil partnership, pregnancy and maternity, race, nationality, ethnic or national origin, religion or belief, sex and sexual orientation, or social and economic background.

Ethics Code

Posts (and post holders) are assumed to have a responsibility to act in accordance with the School's Ethics Code and to promote the principles and values that the Code enshrines. The Ethics Code clearly states that the whole LSE community, including all staff, students, and governors of LSE, are expected to act in accordance with the principles which are set out in the Code. As such you are required to read and familiarise yourself with it. The School's Effective Behaviours Framework is designed to support this Code. It sets out examples for the six behaviours that all staff are expected to demonstrate, these can be found on the following link: [click here](#)

Environmental Sustainability

The post holder is required to minimise environmental impact in the performance of the role, and actively contribute to the delivery of the LSE Environmental Policy.