



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 Assistant

Department/Centre/Institute: Grantham Research Institute Accountable to: Professor Simon Dietz

Job Summary

This post is based within the Grantham Research Institute on Climate Change and the Environment. The post holder will work on the Institute's Transition Pathway Initiative (TPI). The post will include the following central tasks:

- Carry out research to maintain and enhance the Transition Pathway Initiative (TPI) database and tool;
- Contribute to TPI outputs, including briefing and research papers and presentations;
- Help to ensure that the Institute remains abreast of and responsive to the latest developments in sustainable finance policy and practice.

Duties and Responsibilities

Contribute to the TPI, in collaboration with Institute colleagues and external partners, by:

- Identifying appropriate methods of investigation or analysis according to data and objectives;
- Conveying complex conceptual ideas or complex information which may be highly detailed, technical or specialist;
- Interpreting and analysing patterns or trends in data;
- Managing large scale databases;
- Conducting literature reviews;
- Assisting in the writing of reports;
- Supporting team members to reach common goals;
- Managing own research and administrative activities, with guidance;
- Demonstrating a knowledge of theory, methods and practice and demonstrating development through acquisition of relevant skills and competencies.

Flexibility

To deliver services effectively, a degree of flexibility may be required in the duties performed in order to meet the demands 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.

**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.