Job Description and Selection Criteria

Job title	Casual Research Assistant
Department	Oxford Internet Institute
Grade and salary	Grade 6

Job description

Overview of the role

Reporting to Professor Taddeo, the post holder is a member of a research group with responsibility for the provision of research support for The Ethics of AI in National Defence. The post holder provides advice and guidance to research students where appropriate.

Responsibilities/duties

- Manage own research and administrative activities, within guidelines provided by senior colleagues

- Undertake comprehensive and systematic literature reviews and write up the results for publication in peer-reviewed journals or for presentation at conferences or public meetings

- Contribute to research publications, book chapters and reviews

- Gather, analyse, and present qualitative and/or quantitative data from a variety of sources

- Responsible for the day-to-day administration of the research project

- Represent the research group at external meetings/seminars, either with other members of the group or alone

- Contribute to discussions and share research findings with colleagues in partner institutions, and research groups

Selection criteria

Essential

1. Hold a first degree, together with some relevant experience, in any of the following research areas: data governance, law, international humanitarian laws, cybersecurity, technologies for defence, geopolitics and AI governance

2. Possess sufficient specialist knowledge in the discipline to work within established research programmes

3. Ability to manage own research and administrative activities

4. Excellent communication skills, including the ability to write text that can be published, present data at conferences, and represent the research group at meetings

5. Experience of following and adapting methodologies

Desirable

1. Experience of contributing to research publications

2. Experience of working in a research team and contributing ideas for new research projects