

Job Title: SMART Partnership Associate (Design and Sustainable Fabrication)

Unit/School: Cardiff School of Art and Design

Grade: 4AB

HERA: CSAD201

Core purpose of role

This position is required to meet the needs of a Welsh Government funded SMART Partnership between Cardiff Metropolitan University and Wastesavers Charitable Trust Ltd. The role will support the research and innovation work of the School and market development for Wastesavers by assisting the project team in a variety of ways, including practical work, data collection and analysis.

Key responsibilities and contributions

- Support the research project and business, carrying out design fabrication and data collection in consultation with the Principal Investigator against agreed objectives relating to upcycling, skill sharing and development of the circular economy.
- Conduct individual or collaborative research (e.g., through workshop activity and facilitation, network meetings, observations and practical work) including working with Wastesavers staff and volunteers.
- Develop and deploy basic design research techniques under the supervision of the project leader.
- Use rigour, initiative and creativity in pursuing practical and business outcomes, drawing appropriate conclusions with an emphasis on creating a sustainable retail model.
- Deal with problems which may affect the achievement of practice-based research / business objectives and contribute to the planning of future project(s).
- Present information on research progress and outcomes to groups overseeing the research project.
- Write up results from research activities, presenting findings and contributing to the project's dissemination and sustainability.
- Work to deadlines and manage competing priorities.
- Ensure that personal knowledge in a relevant field of study is kept up to date.
- To be knowledgeable of the current state of research through undertaking literature reviews and monitoring new developments in the field of study, taking on relevant development activities as appropriate.
- To prepare progress reports on the research from time to time as required by the Principal Investigator for internal review purposes.
- To write up the results and contribute to the drafting and submission of papers to appropriate peer reviewed journals.

- Support the principal investigator on all matters related to the project as necessary and as appropriate and commensurate with the grade.

Person specification

Essential qualifications / Professional memberships

- An honours degree (2:1 or above) in a relevant subject area of work or equivalent

Essential experience, knowledge and skills

1. Knowledge of research methods and context appropriate to design and sustainable fabrication.
2. Knowledge and understanding of design techniques using both traditional and digital tools.
3. Knowledge of ethics relative to working with community, business and research.
4. Ability to identify areas for improvement using initiative and problem-solving skills.
5. Good level of analytical and problem-solving skill for qualitative and quantitative research.
6. Ability to communicate complex information clearly, to a variety of academics and professionals both orally and in writing e.g., report writing and presentations.
7. Good IT skills including use of Microsoft Office, Adobe CC, CAD/CAM software and web platforms / social media.
8. Ability to use personal initiative and creativity to solve problems encountered in the research / business context.
9. Self-motivated, well organised and shows attention to detail
10. Evidence of completed design-led commercial and/or research projects.
11. Willingness to travel and operate between campuses and multiple company premises as required for the success of the research project.

Desirable

1. Report Writing Skills.

2. Experience of social media use and creation of visually appealing dissemination materials.
3. Presenting experience (to small and large audiences).

Welsh skill requirements

Welsh is essential to our students and staff and is a key part of our provision and services. For every position at Cardiff Met, proficiency in Welsh language is either essential or desirable. You can find information about the levels by viewing our booklet: [Welsh language skills levels](#). If a skill is listed as essential in the table below, please ensure you demonstrate this in your online application form.

Language level and general descriptor	Listening	Reading	Speaking	Writing
A1 – Beginner Can understand and use familiar everyday expressions and very basic phrases in Welsh.	Desirable	Desirable	Desirable	Desirable
A2 - Basic user Can deal with simple, straightforward information and communicate in basic Welsh.				
B1 - Intermediate user Can communicate, to a limited level, in Welsh about things that are familiar and/or work related.				
B2 - Upper intermediate user Can express myself in Welsh on a range of topics and understand most of a conversation with a native speaker.				
C1 - Fluent user Can communicate fluently in Welsh.				
C2 - Master user Can communicate fluently on complex and specialist matters in Welsh.				



Disclosure & Barring Service requirements

This post does not require a DBS check.

Supporting information

The University is a dynamic organisation and changes may be required from time to time. This job description and person specification is not intended to be exhaustive.

The University is committed to the highest ethical and professional standards of conduct. Therefore, all employees are expected to have due regard for the impact of their personal behaviour and conduct on the University, students, colleagues, business stakeholders and our community. Each employee must demonstrate adherence to our Code of Professional Conduct. In addition, all employees should have particular regard for their responsibilities under Cardiff Metropolitan University's policies and procedures.