

Role Description | EFPSA Research Programme Research Responsible

<i>Team</i>		Research Programme Team
<i>Accountable to</i>		EFPSA RP Coordinator, Academic Affairs Officer

Purpose of the Role

- To manage the scientific and research aspects of the EFPSA Research Summer School (RSS) within the EFPSA RP programme.

Main Responsibilities

- To ensure effective and efficient communication between the RSS participants, EFPSA RP Team and EPFSA RP Advisory Board;
- To facilitate and contribute to the topic selection of the RSS;
- To facilitate and contribute to the RSS participant selection;
- To stay in contact with the RSS Supervisors.

Tasks

- To ensure effective and efficient communication between the RSS participants, EFPSA RP Team and EPFSA RP Advisory Board
 - Liaising between the Research Teams, Supervisors and EFPSA RP Advisory Board
 - Reporting to the EFPSA RP Coordinator.
- Facilitating the topic selection of the RSS
 - Chairing the selection committee;
 - Ensuring a smooth, fair and professional selection process to find an appropriate and relevant topic.
- Facilitating the RSS participant selection
 - Coordinating and organising the Call for RSS Supervisors & participants;
 - Chairing the RSS participants and RSS Supervisors selection committees;

- o Ensuring a smooth, fair and professional selection process of applicants;
 - o Providing a documented report of the process of selection.
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- Guiding the RSS Supervisors
 - o Providing the research plan and ensuring the adherence to it.
 - Tracking the progress of the Research Teams
 - o Monthly reports with teams;
 - o Analysis of the Monthly Reports and giving feedback to the teams;
 - o Communication with JEPS for the summary of the project;
 - o In case of issues with the research, supporting and helping the team

Requirements

- Organisational skills
- Communication skills
- Leadership experience
- Psychology research experience
- RSS and/or EFPSA RP experience, encouraged but not necessary
- Attending the Research Programme events (RSS, Congress): not all three members need to participate in the events.

Please note that EFPSA's roles are always being developed, therefore, there may be slight variations to this document since it was produced. If you would like to ask any questions, receive additional insight or state an interest in this position, please contact the current Academic Affairs Officer on academic@efpsa.org