

Job Description

Role Title:	Psychology Technician
School / Dept:	School of Health and Society
Reference:	MPF959
Grade:	Grade 5
Full or Part time:	Part time
Hours:	0.5 FTE
Reports to:	Technical Manager

Overview

The Psychology laboratories within the Alerton Building include a range of facilities and equipment, including; dedicated testing rooms and observation spaces, a child development lab, functional near-infrared spectroscopy (fNIRS), electroencephalography (EEG), transcranial magnetic stimulation (TMS), psychophysiological recording, and eye-tracking systems. These state-of-the-art facilities provide a wide range of specialist equipment and software utilised by students and staff from across the school and the wider University.

This role will provide technical and practical support for teaching and learning activities, demonstrating a range of techniques, skills, and methods across both traditional and digital technologies throughout the suite of laboratories and other practical spaces.

Role Purpose

To provide general psychology technical support to staff and/or students as required, primarily across the psychology lab facilities, but also across the School of Health & Society if necessary. This will include preparing spaces for teaching and practice; maintaining stocks of materials and supplies in accordance with established procedures; and demonstrating equipment to students, staff and external stakeholders as required.

The Psychology Technician will be responsible for assisting the psychology team to deliver high-quality teaching support, practical activities, and learning resources to enhance the student experience.

Principal Duties & Responsibilities

- To Assist staff and students with the necessary technical support for Psychology learning and research.
- To assist in the technical support of psychology laboratories and equipment.
- To assist in the maintenance of psychology laboratories, equipment, and stores (i.e. stock control).
- To support the development of teaching, research and enterprise activities.
- Provide timely and accurate responses to customer enquiries for example via the technical team inbox, ensuring adherence to service standards.
- Support the maintenance and development of subject-specific support materials, including the psychology technician website.
- Provide effective support within a multi-skilled team environment, providing support and knowledge for subject-specific hardware and software.
- To engage with the team and individual development opportunities, including personal development reviews and demonstrate a willingness to adapt and develop new skills.

- On occasion, work during the weekend to support university open days and applicant visit days.
- Being aware of risks and hazards associated with laboratory work, and bringing to the attention of senior staff any matters relating to the health and safety of staff, students and visitors.
- To engage with team and individual development opportunities, including PDRs and demonstrate a willingness to adapt, develop new skills, etc.
- To engage in the Technician Commitment at the university:
<https://www.salford.ac.uk/technicians-commitment>.

Generic Duties

- Perform any other duties appropriate to the grade as may be required by the Head of School/Head of Division etc.
- Comply with the personal health and safety responsibilities specified in the University Health and Safety policy.
- To engage with the University's commitment to put our students first and deliver services which are customer orientated, represent value for money and contribute to the financial and environmental sustainability of the University when undertaking all duties and aspects of the role.
- Advance equality, support our work towards eliminating unlawful discrimination, foster an inclusive study and work environment for students, staff and visitors in accordance with our public sector equality duties and university policy.

This role detail is a guide to the work you will initially be required to undertake. It may be changed from time to time to meet changing circumstances. It does not form part of your Contract of Employment.

Person specification follows on next page

Person Specification

The successful candidate should demonstrate the following, which are 'Essential' (E) or 'Desirable' (D)

Qualifications

1. Hold a psychology, science, or technically oriented degree, or have equivalent professional experience. **(E)**

Background and Experience

2. Experience of working in and maintaining Psychology laboratories. **(E)**
3. Experience in maintaining health and safety policies and procedures in relation to Psychology laboratories. **(E)**
4. Experience in completing administrative work. **(E)**
5. Experience working with measures used in psychology/science research and teaching. **(D)**
6. Previous experience in psychology in Higher Education. **(D)**
7. Experience of engaging with procurement procedures. **(D)**
8. Experience in maintaining equipment through problem-solving and troubleshooting. **(E)**

Knowledge

9. Health & Safety legislation and the effective implementation of risk assessments in general, and specifically, psychology-related testing. **(E)**
10. Computer skills (e.g. knowledge of Excel, Word, Outlook). **(E)**
11. Maintenance and support of a range of technical equipment. **(E)**
12. Use and programming of software used in Psychology (e.g., PsychoPy/Gorilla, Experiment Builder, JASP, SPSS, Matlab, R). **(D)**
13. Subject-specific knowledge (e.g. methods and approaches used in psychology/science). **(D)**

Skills and Competencies

14. Ability to convey complex technical details to a varied audience. **(E)**
15. The ability to contribute to the provision of technical support for teaching and research in Psychology. **(E)**
16. Ability to be proactive, self-motivated and take initiative. **(E)**
17. A flexible approach to working within a psychology environment. **(E)**
18. Excellent communication and interpersonal skills. **(E)**
19. Ability to act independently and decisively to prioritise workload. **(E)**
20. An interest in virtual/augmented reality and associated technologies. **(E)**.