



UNIVERSITY OF LEEDS

CANDIDATE BRIEF

Research Assistant, Faculty of Medicine and Health, Leeds Institute of Health Sciences



Salary: Grade 6 (£27,511 – £32,817 p.a.)

Reference: MHIHS1239

Closing date: 1st December 2019

Interviews to be held on 9th December

Fixed-term for 12 months, 50% FTE

Research Assistant

Faculty of Medicine & Health

Leeds Institute of Health Sciences

Are you an early career researcher looking for a challenge? Do you have an interest in behaviour change and cancer prevention? Do you want to further your career in one of the UK's leading research intensive Universities?

Leeds Institute of Health Sciences are looking to recruit a part-time (50%) Research Assistant to work as part of a multi-disciplinary team on a study funded by the Roy Castle Lung Cancer Foundation. This study aims to develop and pilot a radiographer-led smoking cessation intervention in the lung cancer screening setting.

You will work closely with the local Principal Investigator and with London-based co-investigators. You will be responsible for the day-to-day running of the study, site set-up and recruitment of participants, data collection, development and delivery of training, conducting and analysing interviews, and supporting the writing-up of research for publication.

What does the role entail?

As a Research Assistant your main duties will include:

- Working with the project team in Leeds and London to develop appropriate training for Radiographers delivering smoking-cessation advice;
- Contributing to documentation necessary to obtain, maintain and update appropriate ethical approvals and research governance;
- Recruiting and liaising with project participants (including patients and health professionals) for the development and piloting phases of the study, and respond to queries;
- Involvement in the printing and distribution of study materials such as letters and questionnaires;
- Undertaking data collection including; brief questionnaires and study eligibility, recruitment, follow-up rates
- Conducting qualitative interviews with participants both over the phone and face to face. Face-to-face interviews will require travel and the ability to respond to flexible time demands;



- Maintaining regular communication and contact with other members of the research team and collaboration with the study sites involved in the project;
- Contributing to the wider Trial Management Group and help in the preparation of progress reports and other information for these meetings;
- Analysing interview data and contribute to the writing-up of research for publication and public presentation in both academic and non-academic settings;
- Providing additional research support for departmental activities as required;
- Using initiative to manage and organise your own workload to ensure that project deadlines are met.
- Contributing to the research culture of the School, where appropriate;
- Continually updating your knowledge, understanding and skills in the research field
- Be prepared to travel to London on a regular basis as part of the role and to attend training events.

These duties provide a framework for the role and should not be regarded as a definitive list. Other reasonable duties may be required consistent with the grade of the post.

You will report to Rebecca Beeken.

What will you bring to the role?

As a Research Assistant you will have:

- A good first degree in a relevant discipline, e.g. Psychology or Health Sciences;
- MSc degree in a relevant discipline, e.g. Health Psychology, or equivalent experience;
- Research experience of quantitative and qualitative data collection;
- Familiarity with the process and requirements of conducting research in the NHS;
- Experience of NVivo or equivalent;
- Knowledge of health psychology theory;
- Excellent interpersonal and communication skills, both written and verbal, and the ability to present to a wide range of audiences;
- A proven ability to manage time, prioritise workload and work to strict deadlines;
- A proven ability to work independently and collaboratively;
- Ability to travel to London for fieldwork.



How to apply

You can apply for this role online; more guidance can be found on our [How to Apply](#) information page. Applications should be submitted by **23.59** (UK time) on the advertised closing date.

Contact information

To explore the post further or for any queries you may have, please contact:

Dr Becca Beeken, Yorkshire Cancer Research University Academic Fellow

Tel: +44 (0)113 343 0741

r.beeken@leeds.ac.uk

Additional information

Find out more about the [Faculty of Medicine and Health](#)

Find out more about our [Institute](#).

Find out more about [Athena Swan](#) in the Faculty.

Working at Leeds

Find out more about the benefits of working at the University and what it is like to live and work in the Leeds area on our [Working at Leeds](#) information page.

Candidates with disabilities

Information for candidates with disabilities, impairments or health conditions, including requesting alternative formats, can be found on our [Accessibility](#) information page or by getting in touch with us at disclosure@leeds.ac.uk.

Security checks

Appointment to this post will be subject to appropriate security checks being carried out with your permission by a third party company.



Criminal record information

Rehabilitation of Offenders Act 1974

A criminal record check is not required for this position. However, all applicants will be required to declare if they have any 'unspent' criminal offences, including those pending.

