



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: MHIHS1247**

**Closing date: 1 April 2020. Interviews are scheduled to take place on 27 April 2020.**

**Fixed-term for 1 year. Secondments will be considered**

**We are happy to consider job share applications and are committed to flexible working for all our employees.**

## **Research Assistant**

### **Faculty of Medicine and Health, Leeds Institute of Health Sciences**

**Are you an early career researcher looking for a challenge? Do you have an interest in physical activity promotion in people living with and beyond cancer? 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 full-time Research Assistant to work as part of a multi-disciplinary team on a study funded by Yorkshire Cancer Research. This study is a pilot randomised controlled trial of a digital physical activity intervention in people affected by breast, prostate or colorectal (bowel) cancers.

You will work closely with the local co-investigator and with London-based Principal Investigators. You will also contribute to the day-to-day running of the study, site set-up and recruitment of participants, data collection, data processing, intervention delivery, conducting and analysing interviews, and supporting the writing-up of research for publication.

You will have a good first degree in a relevant discipline, Psychology or Health Sciences and previous research experience of Quantitative and Qualitative data collection and analysis.

### **What does the role entail?**

As Research Assistant your main duties will include:

- Working as part of a larger research team (including others based in London and Sheffield) to contribute to overall study progress and day-to-day running of the study.
- Working with NHS research and clinical staff at recruiting hospital site in Doncaster (with potential for other hospital sites across South Yorkshire).
- Contributing to preparation of documentation necessary to obtain, maintain and update appropriate ethical approvals and research governance.
- Discussing details of the project with potential participants and recruiting/consenting participants into the study.



- Communicating with study participants in person and via telephone, email and post (e.g. organising data collection at baseline and follow-up assessments, delivering intervention to participants in experimental arm of the study)
- Conducting qualitative telephone interviews with study participants. This will require the ability to work flexibly to suit participants.
- Maintaining regular communication 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 support in the preparation of progress reports/other information for Trial Steering Committee meetings and Key Performance Indicator meetings with Yorkshire Cancer Research
- Analysing interview data and contributing to the writing-up of research for publication and public presentation in both academic and non-academic settings
- Following agreed trial standard operating procedures, and ethical and professional standards in research
- 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
- Being prepared to travel to London and hospital sites across Yorkshire 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 Dr Rebecca Beeken.

## What will you bring to the role?

As Research Assistant you will have:

- A good first degree (2:1 or above) 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 and analysis
- Familiarity with the process and requirements of conducting research in the NHS
- Knowledge of health psychology theory and concepts used in behavioural science



- 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 within multidisciplinary teams
- Ability and willingness to travel regularly to hospital sites during periods of participant recruitment, which will require willingness to work flexibly
- Ability to travel to London and across Yorkshire for meetings

## 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.

Before you apply for a secondment you must have agreement from your line manager / organisation that you are able to take up the role on a secondment basis if successful.

## Contact information

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

**Dr Rebecca Beeken, Associate Professor**

Tel: +44 (0)113 343 0741

Email: [r.beeken@leeds.ac.uk](mailto: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](mailto:disclosure@leeds.ac.uk).

### **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.

