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| Last updated: | <date> |

**JOB DESCRIPTION**

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| Post title: | **Research Fellow** | | |
| School/Department: | Nursing, Midwifery and Health | | |
| Faculty: | Environmental & Life Sciences | | |
| Career Pathway: | Education, Research and Enterprise (ERE) | Level: | 4 |
| \*ERE category: | Research pathway | | |
| Posts responsible to: | Dr Chiara Dall’Ora | | |
| Posts responsible for: | None | | |
| Post base: | Office-based | | |

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| Job purpose |
| To undertake excellent applied health research, contributing to all aspects of project management, governance, data acquisition, data management, analysis, and project dissemination.  Your initial focus will be research related to the health workforce and linking to the existing programme of research, initially focussing on the project “Improving Patient Safety, Workforce Wellbeing and NHS Efficiency Through Improved Shift Patterns For Nursing Staff”. You will help design the discrete choice experiment (DCE), including collecting and analysing qualitative data from nurses and their managers and patients to determine the attributes and levels of the scenarios for the DCE. You will also manage data and contribute to the statistical analysis of such data. You will manage admin-related activities of research approval in NHS sites, including scheduling NHS staff and manager and patient interviews/focus groups.  With support of senior team members, you will draft papers for publication and will be responsible for ensuring all regulatory requirements, including ethics and data governance are met. You will also be given opportunity to contribute to applications for future funding where relevant and to contribute to the School’s education provision where possible. |

| Key accountabilities/primary responsibilities | | % Time |
| --- | --- | --- |
|  | Collect and analyse qualitative data to design the discrete choice experiment | 85% |
|  | Support the design of the discrete choice experiment |
|  | Analyse discrete choice experiment data |
|  | Manage project-related activities through liaison with partner NHS Trusts engaged in data collection |
|  | Carry out administrative tasks associated with specified research funding, for example risk assessment of research activities, organisation of project meetings and documentation. Implementation of procedures required to ensure accurate and timely formal reporting and financial control. |
|  | Undertake activities to support career development including occasional student supervision, demonstrating or lecturing duties within own area of expertise. | 5 % |
|  | Contribute to the writing of grant applications for research funding. | 5 % |
|  | Any other duties as allocated by the line manager following consultation with the post holder. | 5 % |

| Internal and external relationships |
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| Direct responsibility to line manager.  May have additional reporting and liaison responsibilities to external funding bodies or sponsors.  The post involves collaborating with staff at the University of Southampton and other research fellows, nurses, patients and admin staff at NHS Trusts, as well as international collaborators. |

| Special Requirements |
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| To be available to participate in fieldwork as required by the specified research project.  To attend national and international conferences for the purpose of disseminating research results.  *Applications for Research Fellow positions will be considered from candidates who are working towards or nearing completion of a relevant PhD qualification. The title of Research Fellow will be applied upon successful completion of the PhD. Prior to the qualification being awarded the title of* ***Senior Research Assistant*** *will be given.* |

**PERSON SPECIFICATION**

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| Criteria | Essential | Desirable | How to be assessed |
| Qualifications, knowledge and experience | PhD in health services research, or other discipline with relevance to health workforce research or equivalent experience  Experience of project management, including data collection, data management and analysis  Demonstrable interest and enthusiasm for health workforce research | Experience of running and analysing data from discrete choice experiments  Experience using R, Ngene and Qualtrics  Experience of conducting advanced regression analysis  Knowledge and experience of conducting qualitative interviews and focus groups  Knowledge of health workforce research | CV & Interview |
| Planning and organising | Able to organise own research activities to deadline and quality standards |  | CV & Interview |
| Problem solving and initiative | Able to develop understanding of complex problems and apply in-depth knowledge to address them  Able to develop original techniques/methods |  | Interview |
| Management and teamwork | Able to supervise work of junior research staff, delegating effectively  Able to contribute to School/Department management and administrative processes  Work effectively in a team, understanding the strengths and weaknesses of others to help teamwork development |  | Interview  CV |
| Communicating and influencing | Communicate new and complex information effectively, both verbally and in writing, engaging the interest and enthusiasm of the target audience  Able to present research results at group meetings and conferences  Able to write up research results for publication in leading peer-reviewed journals  Work proactively with colleagues in other work areas/institutions, contributing specialist knowledge to achieve outcomes |  | CV & Interview |
| Other skills and behaviours | Word processing, internet, bibliographic search skills and bibliographic software (e.g. Endnote).  Understanding of relevant Health & Safety issues  Positive attitude to colleagues and students |  | CV & Interview |
| Special requirements | Able to attend national and international conferences to present research results |  | Interview |

**JOB HAZARD ANALYSIS**

**Is this an office-based post?**

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| Yes | If this post is an office-based job with routine office hazards (eg: use of VDU), no further information needs to be supplied. Do not complete the section below. |
| No | If this post is not office-based or has some hazards other than routine office (eg: more than use of VDU) please complete the analysis below.  Hiring managers are asked to complete this section as accurately as possible to ensure the safety of the post-holder. |

## - HR will send a full PEHQ to all applicants for this position. Please note, if full health clearance is required for a role, this will apply to all individuals, including existing members of staff.

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| **ENVIRONMENTAL EXPOSURES** | **Occasionally**  (<30% of time) | **Frequently**  (30-60% of time) | **Constantly**  (> 60% of time) |
| Outside work |  |  |  |
| Extremes of temperature (eg: fridge/ furnace) |  |  |  |
| ## Potential for exposure to body fluids |  |  |  |
| ## Noise (greater than 80 dba - 8 hrs twa) |  |  |  |
| ## Exposure to hazardous substances (eg: solvents, liquids, dust, fumes, biohazards). Specify below: |  |  |  |
| Frequent hand washing |  |  |  |
| Ionising radiation |  |  |  |
| **EQUIPMENT/TOOLS/MACHINES USED** | | | |
| ## Food handling |  |  |  |
| ## Driving university vehicles(eg: car/van/LGV/PCV) |  |  |  |
| ## Use of latex gloves (prohibited unless specific clinical necessity) |  |  |  |
| ## Vibrating tools (eg: strimmers, hammer drill, lawnmowers) |  |  |  |
| **PHYSICAL ABILITIES** | | | |
| Load manual handling |  |  |  |
| Repetitive crouching/kneeling/stooping |  |  |  |
| Repetitive pulling/pushing |  |  |  |
| Repetitive lifting |  |  |  |
| Standing for prolonged periods |  |  |  |
| Repetitive climbing (ie: steps, stools, ladders, stairs) |  |  |  |
| Fine motor grips (eg: pipetting) |  |  |  |
| Gross motor grips |  |  |  |
| Repetitive reaching below shoulder height |  |  |  |
| Repetitive reaching at shoulder height |  |  |  |
| Repetitive reaching above shoulder height |  |  |  |
| **PSYCHOSOCIAL ISSUES** | | | |
| Face to face contact with public |  |  |  |
| Lone working |  |  |  |
| ## Shift work/night work/on call duties |  |  |  |