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| Last updated: | 22.8.23 |

**JOB DESCRIPTION**

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| Post title: | **Senior Research Fellow** | | |
| School/Department: | School of Health Sciences | | |
| Faculty: | Faculty of Environment and Life Sciences | | |
| Career Pathway: | Education, Research and Enterprise (ERE) | Level: | 5 |
| \*ERE category: | Research pathway | | |
| Posts responsible to: | Dr Natasha Campling | | |
| Posts responsible for: | NA | | |
| Post base: | Office-based (see job hazard analysis) – with remote working possible | | |

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| Job purpose |
| To plan and deliver research evaluating paramedic delivery of end-of-life care in accordance with the specified research project under the supervision of the project lead (Chief Investigator).  This post has been funded via a Marie Curie research grant to describe, characterise and evaluate paramedic delivered end-of-life service provision to answer the research question: how do different models of service provision shape paramedic practice and influence experiences and outcomes for individuals at end-of-life? The evaluation will enable service delivery models, their features, and effective risk management by paramedics to be distinguished to facilitate sharing of best practice and improve the quality of care and support for people at end-of-life.  The main activity for the post-holder will be to manage the day to day running of this project under the supervision of the grant holder and study Chief Investigator (Dr Natasha Campling). The post-holder will work with a co-applicant team comprising: Professor Sue Latter (Professor of Health Services Research, School of Health Sciences, University of Southampton), Professor Alison Richardson (Clinical Professor of Cancer Nursing and End of Life Care, University of Southampton and University Hospital Southampton NHS Foundation Trust), Dr Joanne Turnbull (Lecturer in Health Services Research, School of Health Sciences, University of Southampton), Professor Sarah Voss (Professor of Emergency Care, Faculty of Health and Applied Sciences, University of the West of England), Jennifer Scott-Green (End of life Care Lead, South East Coast Ambulance Service) and Ian Dickerson (PPI Co-Applicant).  Responsibilities will include: project management (coordination and reporting), maintaining high quality research procedures, mixed methods data collection and analysis, writing up findings in a report and publications, and presenting at local, national and international conferences, and supporting ethics and research governance applications.  This role is a full-time position for 21 months (although a job share would be considered). |

| Key accountabilities/primary responsibilities | | % Time |
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|  | Plan and deliver high quality research, project managing the research activity, and taking responsibility for the research together with colleagues from external organisations. | 50 % |
|  | Carry out management and administrative tasks associated with specified research funding, including risk assessment of project activities, ethics and regulatory submissions, organisation of project meetings and documentation and preparation of annual reports. Oversee and implement procedures required to ensure accurate and timely formal reporting and financial control. | 20 % |
|  | Undertake liaison with external organisations including NHS (Ambulance Service) Trusts, Study Steering Committee members and Advisory Group members, Marie Curie and other key project stakeholders. | 10 % |
|  | Sustain the regular dissemination of findings through leading a peer-reviewed publication, presenting results at conferences, or publicising work at other appropriate events. | 10 % |
|  | Contribute to the development of new research proposals, writing of bids for research funding and protocol writing, develop a personal research plan. | 5 % |
|  | Carry out occasional student supervision or lecturing duties within own area of expertise, under the guidance of a member of School academic staff. | 5 % |
|  | Any other duties that fall within the scope of the job, as allocated by the line manager following consultation with the post holder. |  |

| Internal and external relationships |
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| * Direct responsibility to research award holder / project lead. * Responsibility for reporting and liaison to external funding bodies or sponsors, collaborators and colleagues in other work areas and institutions. * Will be required to liaise with individuals in the last year of life and carers of those at end-of-life as research partners and / or research participants. |

| Special Requirements |
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| * Able to travel to participate in fieldwork / data collection as required by the specified research project. * Flexible working may be required in order to meet deadlines. * To attend national and international conferences for the purpose of disseminating research results. * Required to undertake an Enhanced Disclosure and Barring Service (DBS) check. |

**PERSON SPECIFICATION**

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| Criteria | Essential | Desirable | How to be assessed |
| Qualifications, knowledge and experience | * Experience in health services research / related health or social science subjects. * Experience of conducting interviews in sensitive areas and conducting research with vulnerable groups. * Experience with qualitative and/or mixed methods research. * Track record of published research. * Experience of managing data collection across sites. * Experience of negotiating access to conduct research in the NHS. * Experience of recruiting patients and healthcare professionals via NHS and non-NHS organisations (such as hospices) into research studies. * Experience of working with and maintaining relationships with clinical and research staff. * Experience of the research approvals process (Ethics / Governance), including NHS. Awareness of Good Clinical Practice. | * PhD in a related field (health or social sciences). * Knowledge of research into palliative and end of life care. * Experience of conducting interviews with patients and carers in the palliative or end of life context. * Emerging or consistent national reputation in areas related to health or social sciences. * Relevant memberships of national or international research organisations. | Application and CV |
| Planning and organising | * Proven ability to organise a range of high quality research activities to deadline and quality standards, ensuring plans complement broader research strategy. | * Proven ability to develop innovative research proposals and attract research funding | Application and CV |
| Problem solving and initiative | * Able to identify broad trends to assess deep-rooted and complex issues. * Able to apply originality in modifying existing approaches to solve problems. |  | Application, CV & interview |
| Management and teamwork | * Able to monitor and manage resources and budgets. * Work effectively in a team, understanding the strengths and weaknesses of others to help teamwork development. |  | Application and CV |
| Communicating and influencing | * Communicate new and complex information effectively, both verbally and in writing, engaging the interest and enthusiasm of the target audience. * Track record of presenting research results at group meetings and conferences. * Able to persuade and influence at all levels in order to foster and maintain relationships. * Able to resolve tensions / difficulties as they arise. * Able to provide expert guidance to colleagues in own team, other work areas and institutions to develop understanding and resolve complex problems. | * Experience of coordinating patient and public involvement in research. | Application, CV & interview |
| Other skills and behaviours | * Understanding of relevant Health & Safety issues. * Positive attitude to colleagues and students. |  | Application, CV & interview. |
| Special requirements | * Able to work flexible hours of work as required by the project work activities and timelines. * Able to travel to: study sites for data collection, project meetings and conferences to disseminate study findings * Understanding of relevant Health & Safety, ethical and confidentiality issues and evidence of high level of professionalism at all times. * Experience of using quantitative and qualitative analysis software e.g. SPSS/Stata and NVivo/Atlas TI. * Required to undertake a Disclosure and Barring Service (DBS) check. |  | Application, CV & 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 | **X** |  |  |
| Lone working | **X** |  |  |
| ## Shift work/night work/on call duties |  |  |  |