



Candidate Information

Position:	Research Fellows-Administrative Data Centre NI
School/Department:	Centre for Public Health
Reference:	21/108710
Closing Date:	Monday 19 April 2021
Salary:	£33,797 - £38,017 per annum
Anticipated Interview Date:	Wednesday 28 April 2021
Duration:	Post 1 is available until 31 March 2022 and Post 2 is available until 30 September 2022

JOB PURPOSE:

The Administrative Data Research Centre – Northern Ireland (ADRC-NI) is seeking to recruit 2 experienced and highly motivated Postdoctoral Research Fellows to join their team in undertaking a programme of work utilising linked administrative datasets. The posts will explore two separate themes; (i) the health and social outcomes of the prison population in NI (12 months) and (ii) the impact of the COVID-19 pandemic on mental ill health (18 months). Successful candidates will have strong quantitative skills and experience of working with large datasets.

The ADRC-NI is facilitated by the Centre for Public Health, Queen's University Belfast and is one of three UK-wide centres that have been established to facilitate the safe linkage and analysis of routine administrative datasets. These research projects are part of a larger portfolio of research within the ADRC-NI exploring health inequalities.

MAJOR DUTIES:

1. Carry out analyses, critical evaluations, and interpretations using methodologies and other techniques appropriate to area of research.
2. Liaise with data custodians to understand finer details of research datasets.
3. Oversee the creation of appropriate research databases which incorporate adequate safeguards of confidentiality.
4. Prepare, as necessary, submissions to Ethics Committees and other regulatory bodies and Data Transfer Agreements with data custodians.
5. Prepare papers for publication in national and international journals and presentations at national and international conferences.
6. Develop a public engagement strategy related to this project and initiate dialogue with relevant stakeholders and policy makers.
7. Ensure adherence to project milestones and be responsible for regular production of progress reports.
8. Assist the Principal Investigator in the preparation of funding proposals and applications to external bodies.
9. Draft and present regular progress reports on research for the ADRC-NI and for external 'audiences' in order to disseminate and publicise research findings.
10. Carry out routine administrative tasks associated with effective research project management in order to ensure that work tasks are completed on time and within budget (including the organisation of project meetings and documentation, financial control and risk assessment relating to given research activities).
11. Read and analyse academic papers, journals and textbooks in order to keep abreast of developments in own specialism and health and well-being research of migrants and contribute to idea generation and data mining.
12. Undertake relevant training and professional development as appropriate.

Planning and Organising:

1. To plan for the use of research resources where appropriate.
2. To plan own day-to-day activity within framework of the agreed research programme.
3. To plan to meet analysis deadlines.
4. To plan to meet deadlines for journal publications and to prepare presentations and papers for conferences.
5. To coordinate and liaise with other members of the research group regarding progress.

Resource Management Responsibilities:

1. To ensure research resources are used in an effective and efficient manner.
2. To provide guidance as required supporting staff and any students who may be assisting with research.

Internal and External Relationships:

1. To liaise on a regular basis with data custodians, colleagues and students.
2. To build internal contacts and participate in internal networks for the exchange of information and to form relationships for future collaboration.
3. To join external networks to share information and ideas.
4. Contribute to the School's and the ADRC-NI's outreach programme by establishing links with non-academic stakeholders, e.g. local community groups, industries etc.

ESSENTIAL CRITERIA:

1. Have, or about to obtain, a relevant PhD in epidemiology, social sciences, applied statistics, data science, economics or public health-related area including pharmacy or psychology.
2. At least 3 years recent, relevant research experience
3. Experience of using statistical packages such as STATA or R or SPSS.
4. Experience of analysing large scale datasets .
5. Experience of relevant methodological approaches and statistical analysis techniques.
6. Ability to work in a multi-disciplinary environment as part of a research team.
7. Ability to deal competently with administrative tasks.
8. Sufficient breadth and depth of knowledge and experience of using relevant statistical techniques, e.g. regression.
9. Excellent IT skills e.g. Microsoft Office suite.
10. Excellent organisational skills.
11. Excellent inter-personal skills.
12. Excellent oral and written communication skills.
13. Ability to write reports and meet deadlines.
14. Good presentation skills.
15. Ability to build contacts and participate in internal and external networks.
16. Ability to work independently and on own initiative.
17. Willingness to travel to meet the needs of the post.

DESIRABLE CRITERIA:

1. A primary degree in a health, social sciences, public health, or statistics-related subject.
2. Master's degree in Research Methods, Data Science, Public Health or related discipline.
3. Research activity related to use of large administrative datasets including the census.
4. Experience of advanced statistical techniques.
5. Good publication record commensurate with the stage of career.
6. Experience in use of database software.
7. Experience of data governance and issues related to data linkage.
8. Ability to contribute to broader management and administrative processes.
9. Strong commitment to a career in research.