

## Candidate Information

<b>Position:</b>	Interim Director of Northern Ireland Cancer Registry
<b>School/Department:</b>	Centre for Public Health
<b>Reference:</b>	22/109622
<b>Closing Date:</b>	Monday 28 March 2022
<b>Salary:</b>	Medical Consultant - M400 consultant salary scale. Non-Medical Consultant - AfC 8d salary scale.
<b>Anticipated Interview Date:</b>	Friday 20 May 2022
<b>Duration:</b>	Fixed term for 2 years

### Job Purpose:

The post-holder will provide strategic leadership for the ongoing development of the Northern Ireland Cancer Registry (NICR) and ensure that the NICR fulfils its mission to provide accurate, timely information on cancer in the population for production of the annual official statistics, research, education and the planning and evaluation of services.

The post-holder will establish and maintain valuable and strategic networks locally, nationally and internationally with key stakeholders and funders to ensure the sustainability of the NICR and research deliverables in accordance with the University's Vision 2030 while also addressing the audit and strategic planning cancer-related information needs of Northern Ireland Health and Social Care.

The confidentiality of the data held by the NICR is paramount and the post-holder will be responsible for ensuring that all governance and ethical requirements are met.

The NICR funder, the Northern Ireland Public Health Agency, is conducting a major review of internal organisational structures and of data intelligence to support all of its public health functions. The NICR will be part of this review. Agreeing and implementing new structures will likely take up to 2 years and thus an Interim Director is being sought to provide leadership and to contribute to the development of new working arrangements for the Registry.

This is envisaged as a full-time role. However, flexible working options, such as job-sharing or part-time working, will be considered. This post will be appointed to an ("Teaching and Research") academic grade commensurate with experience and qualifications.

### General responsibilities of the Directorship:

1. Be responsible for the provision of advice to enable the development, implementation and evaluation of cancer-related policies in Northern Ireland by enabling the provision of accurate, timely local data with international benchmarking comparisons.
2. Develop inter-agency and interdisciplinary working relationships to facilitate the development of strategic plans and programmes, which deliver key public health targets.
3. Provide expert public health advice and leadership to support and inform an evidence-based approach to cancer intelligence within ethical frameworks.
4. Ensure that the datasets provided by the NICR are available for the commissioning and development of high quality equitable services across primary and secondary care, and across sectors including local authorities, voluntary organisations, etc.
5. Develop and utilise information and intelligence systems to underpin public health action across disciplines and organisations, as well as leading the collation and interpretation of relevant data.
6. Lead the multidisciplinary NICR team while providing opportunities for training of clinical, undergraduate, postgraduate taught (including Masters in Public Health and Global Health streams) and postgraduate research students and trainees, as well as Postdoctoral researchers including Specialist Registrars in Public Health Medicine and Public Health Specialist Trainees.
7. Contribute to relevant undergraduate and postgraduate taught programmes within the Centre for Public Health and School of Medicine, Dentistry and Biomedical Sciences.

8. Be an authorised signatory and responsible for ensuring that the budget for the NICR allocated by the Public Health Agency, and that available from grants, is used constructively to meet the contractual requirements while developing and safeguarding the Registry.
9. Lead on cancer epidemiology/public health research and cancer-related clinical audits, in addition to facilitating the use of NICR data in studies led by other investigators.

**Research:**

1. Provide strategic leadership and develop an internationally recognised research programme in the area of cancer epidemiology.
2. Attract research funding from a range of sources of acknowledged quality, for example, from the Research Councils, the National Institute for Health Research, and major charities.
3. Establish international links and forge strategic alliances with leading researchers in the field.
4. Publish research findings widely in peer-reviewed scientific journals of acknowledged quality.
5. Attract and supervise research fellows and research students.
6. Play a leading role in the development of the research capacity of the School and elsewhere in the University.

**Clinical:**

1. Pursue a programme of CPD/CME, in accordance with Faculty of Public Health requirements, or other recognised body, and undertake revalidation, audit or other measures required to remain on the GMC/GDC Specialist Register or the UK Public Health Register or other specialist register as appropriate.

**Resource Management Responsibilities:**

1. Ensure systems are in place to produce the annual official cancer statistics on cancer incidence, prevalence and survival.
2. Develop the data outputs of the NICR to meet emerging clinical and research needs.
3. Be responsible and accountable for all operations within the NICR ensuring the effective management of all aspects, e.g. finance, personnel, health and safety etc.
4. Be the accountable line manager of all staff within the NICR and manage and monitor the progress of the team against agreed objectives and targets and take responsibility for recruitment, annual appraisal and training.

**Internal and External Relationships:**

1. Develop and promote interdisciplinary research with other Schools, Universities, the Health and Social Care sector and internationally.
2. Work with colleagues in the School of Medicine, Dentistry and Biomedical Sciences and play a leading role in the delivery of School strategic plans.
3. Close working with key stakeholders in the Public Health Agency Be a public-facing ambassador for the work of the NICR, including media relations.

**Further Information:**

1. Current staffing, IT, secretarial support and other internal resources: The NICR is a dynamic team, with evolving staffing/structure as per the business needs of the Registry. The NICR Operational plan, which is available online at: <https://www.qub.ac.uk/research-centres/nicr/FileStore/PDF/Fileupload,1059415,en.pdf> contains details on current staffing, structure and supporting facilities.
2. Training and CPD arrangements: The post-holder will be required to maintain her/his own CPD within the Faculty of Public Health and have annual appraisals jointly with QUB and the PHA. The post-holder will be expected to achieve trainer status to enable the maintenance of the Registry as an approved training venue for public health. The NICR has experience in hosting the training of public health specialists, including Foundation Programme training, Specialist Registrars in Public Health Medicine, and Public Health Specialist Trainees, in addition to supporting undergraduate and postgraduate students in medicine and public health.
3. Management arrangements: The post-holder will be professionally accountable to the Northern Ireland Public Health Agency and managerially accountable to the Queen's University Belfast via the Director, Centre for Public Health, School of Medicine Dentistry and Biomedical Sciences.

**Essential Criteria:**

1. Primary Degree in a cognate discipline related to public health/epidemiology.

2. EITHER:

- Inclusion in the GMC Full and Specialist Register with a license to practice/GDC Specialist List (or be registered within six months of interview). (If included in the GMC Specialist Register/GDC Specialist List in a specialty other than public health medicine/dental public health, candidates must have equivalent training and/or appropriate experience of public health practice)

OR;

- Inclusion in the UKPHR as an accredited Public Health specialist (or be registered within six months of interview).

3. If an applicant is UK trained in Public Health, s/he must ALSO be a holder of a Certificate of Completion of Training (CCT), and by the date of interview have a minimum of 3 years' experience practising at consultant level. If an applicant is non-UK trained, s/he will be required to show evidence of equivalence to the UK CCT.

4. Relevant post registration qualification (Membership of Faculty of Public Health or equivalent).

5. Applicants must meet minimum CPD requirements (i.e. be up to date) in accordance with Faculty of Public Health requirements or other recognised body.

6. Track record of leading cancer-related research and/or quality improvement studies.

7. Experience and familiarity of requirements and permissions for working with data, including ethics, governance, data protection, confidentiality, and GDPR.

8. Experience delivering successful change management programmes across organizational boundaries.

9. Experience of using complex information to explain public health issues to a range of audiences.

10. Evidence of peer-reviewed publications in international scientific journals.

11. Relevant teaching experience at University Level.

12. Ability to advance the research and teaching goals of the School, Faculty and University.

13. Strategic thinker with proven leadership skills and operational nous.

14. Ability to design, develop, interpret and implement strategies and policies.

15. Ability to lead and manage the response successfully in unplanned and unforeseen circumstances.

16. An understanding of and commitment to equality of opportunity and good working relationships, both in terms of day-to-day working practices, but also in relation to management system.

17. Competence in the use of information technology and computer information systems.

18. Analytical skills; able to utilize both qualitative (including health economics) and quantitative information.

19. In depth knowledge of methods of developing clinical quality assurance, quality improvement, evaluations and evidence based public health practice.

20. In depth understanding of the health and social care system and the relationships with both local and national government.

21. A clear communicator, with excellent written and oral communication skills.

22. Able to deliver reports and plans and articulate strategy and programmes to the wider academic community as well as engage non-academic audiences.

23. Able to influence at senior levels (e.g. Directors and CEOs).

24. Able to both lead teams and able to contribute effectively in teams led by junior colleagues.

25. Demonstrable ability to motivate organisations to contribute to improving the public's health and wellbeing through mainstream activities and within resources.

26. This position is exempted from the Rehabilitation of Offenders (Exceptions) Order (Northern Ireland) 1979 and any applicant who is offered employment will be subject to an Enhanced Disclosure Check/Criminal Records Bureau Check.

27. Must be able to undertake occasional overseas travel .e.g. to attend and present at annual international conferences and network.

**Desirable Criteria:**

1. Completion of a PGCHET (or equivalent) or HEA membership.

2. Higher degree (PhD, MD or equivalent) in Public Health/Epidemiology related area of research.

3. Media experience demonstrating delivery of effective health behaviour or health promotion messages.

4. A strong funding track record including evidence of obtaining significant external peer reviewed research funding as a Principal investigator.

5. Successful supervision of junior research colleagues and sustained record of PhD/MD supervision to completion.

6. Strong research collaborations outside current institution and experience in leading or making significant contribution.