

Candidate Information

Position:	Research Assistant (part-time)
School/Department:	School of Medicine, Dentistry and Biomedical Sciences
Reference:	25/112459
Closing Date:	Monday 14 April 2025
Salary:	£33,785 - £36,551 per annum (pro rota)
Anticipated Interview Date:	Thursday 15 May 2025
Duration:	2 Years

JOB PURPOSE:

To support the implementation of the HENRY effectiveness and cost-effectiveness trial in Northern Ireland (<https://fundingawards.nihr.ac.uk/award/NIHR135081>). As part of a multi-disciplinary team the post-holder will collect data from participants (parents and children under 5 years) in their home/community setting. The post-holder will be involved in data collection with participants once at the beginning of the project (baseline) and once at follow-up (12 months later). The post-holder will be responsible for scheduling of participant appointments, adhering to local and national regulatory, research and professional guidelines and policies under the supervision of the Principal Investigator (Dr Laura McGowan, and the wider HENRY trial team) and Leeds Clinical Trial Research Unit who are running the HENRY trial.

The post-holder will be based in the Centre for Public Health (RVH site). Please note the post-holder will be expected to collect participant data in home settings all across Northern Ireland.

MAJOR DUTIES:

1. To be an active member of the HENRY trial team and interact with HENRY study researchers and administrative support staff from Leeds Clinical Trial Research Unit in the planning and delivery of research activity to ensure that the overall research objectives of the project are met.
2. Adhere to the working practices of the HENRY study as per HENRY Standard Operating Procedures. Ensure local and national regulatory, research and professional guidelines and policies are adhered to.
3. Following in-house training, to undertake protocol-based data collection (questionnaires and anthropometrics i.e. height and weight, etc.) on healthy participants for the HENRY trial, mainly in the participants' own homes, or possibly in a community-based setting (e.g. Surestart Centre).
4. Re-confirm the consent of participants at data collection visits, as appropriate, according to study Standard Operating Procedures.
5. Act as an on-going contact for the participant throughout the duration of the study, and follow-up period, as appropriate.
6. Following in-house training for data collection systems, including undertaking training in anthropometric data collection (parent and child height and weight) where required.
7. Ensure safe maintenance of equipment.
8. Comply with Leeds Clinical Trial Research Unit policies and COSHH guidelines as appropriate.
9. Maintain site records as required.
10. Complete Case Report Forms for each study participant. Ensures safe filing and storage of research related documentation.
11. Liaise with project team regarding any issues noted in data collection visits.
12. Confirm participant eligibility, monitor participant recruitment, identify and discuss recruitment problems / strategies with the research team and Leeds Clinical Trial Research Unit.
13. Maintain participant confidentiality at all times.
14. Support the study data management procedures through computer-based data entry (paper, if required), data cleaning, management and analysis.
15. Present regular progress reports on research activity to the HENRY project team.

ESSENTIAL CRITERIA:

1. Degree or equivalent in subject relevant to research activity e.g. nursing, health sciences or public health.
2. Recent experience working in nursing, or primary/secondary care or health related research.
3. Demonstrable experience collecting health-related data collection from human research participants.
4. Must have excellent inter-personal skills.
5. Ability to learn new IT skills.
6. Evidence of ability to deal competently with administrative tasks.
7. Excellent oral and written communication skills.
8. Evidence of ability to write reports and meet deadlines.
9. Clear and confident communicator.
10. Ability to give formal presentations.
11. Ability to act decisively and confidently.
12. Ability to work independently and on own initiative.
13. Ability to work outside normal hours when necessary.
14. Current full driving licence (valid for use in the UK) and access to a car on appointment or ability to meet the mobility requirements of the post.
15. A satisfactory Enhanced Access NI check will be required.

DESIRABLE CRITERIA:

1. Anthropometrics data collection experience.
2. Experience with data collection from parents/children in the home and/or community setting.