

## JOB DESCRIPTION

<b>POST</b>	Clinical Research Associate in Evidence Synthesis
<b>CONTRACT</b>	Fixed term
<b>REFERENCE NO</b>	104-19
<b>REPORTS TO</b>	Paul Garner
<b>ROLE PURPOSE/SUMMARY</b>	Based in the Clinical Sciences department, the Clinical Research Associate will contribute to the outputs of Research, Evidence and Development Initiative (READ-It): contribute to the production of systematic reviews in infectious diseases, initiatives to assist translation of evidence to policy, and other methodological and research to policy initiatives within the grant. The post holder will also contribute to the post-graduate teaching programme.
<b>SCOPE/BACKGROUND</b>	LSTM's Centre for Evidence Synthesis in Global Health runs the "Research, Evidence and Development Initiative" (READ-It) programme for six years. We are establishing new partnerships and a new portfolio of work so this is an exciting time to work with us with a range of new opportunities. The post holder be part of review teams in the existing and new review portfolio and contributing to these reviews and associated methods projects. We aim for a mixed portfolio to provide a broad exposure to evidence-informed science, including contributing to our postgraduate training programme.

## ROLE SPECIFIC RESPONSIBILITIES

	<b>KEY RESPONSIBILITIES</b>	<b>KEY ACTIONS</b> These set out how the Key Responsibilities will be achieved
<b>1</b>	<b>Cochrane Reviews</b>	Lead or contribute to Cochrane reviews with the team Work with the team in applying inclusion criteria, writing the review and completing the summary of findings Disseminate programme findings Respond to referee and editorial input
<b>2</b>	<b>Technical editorial contributions</b>	Scope out reviews and identify priority topics in consultation with specialists Draft dissemination products Help manage the teams and ensure timely production Support author teams with advice and help with topic appraisal of reviews Organize regular communication in the project team via e-mail & online meetings Contribute to editorial policy development
<b>3</b>	<b>Translation</b>	Help assemble products for guideline groups Draft dissemination products Assist with the social media dissemination of review findings
<b>3</b>	<b>LSTM Teaching and other research</b>	Deliver seminars for Diploma and Master students Contribute to the planning of postgraduate teaching Contribute to the Programme short courses overseas Actively contribute to submissions for grant funding Actively contribute to partner capacity development

		Actively contribute to other research projects in dialogue with the Programme Director/Co-ordinating Editor
		Travel overseas for Programme or CIDG related activities

**FURTHER RESPONSIBILITIES**

	<b>KEY RESPONSIBILITIES</b>	<b>KEY ACTIONS</b> <b>These set out how the Key Responsibilities will be achieved</b>
<b>1</b>	<b>General</b>	Promote equality of opportunity and inclusive practice in all aspects of work undertaken
		Act in a manner that safeguards children and/or vulnerable adults as applicable to the role
		Any other duties commensurate with the grade and nature of the role

## PERSON SPECIFICATION

POST	Clinical Research Associate in Evidence Synthesis	
<b>COMPETENCY CRITERIA</b>	<b>ESSENTIAL/ DESIRABLE</b>	<b>ASSESSMENT</b>
<b>Qualifications, Training &amp; Knowledge</b>		
MBBS degree	Essential	Application
Postgraduate professional qualification, such as the Diploma of Tropical Medicine, or health-related Masters' degree	Essential	Application
Knowledge of systematic reviews and RCT trails basics	Essential	Application/Interview
Knowledge and interest in developing countries and infectious disease problems	Essential	Application/Interview
Understanding of qualitative and quantitative research methods	Essential	Application/Interview
PhD	Desirable	Application
<b>Experience</b>		
Experience in biomedical or social science research in low and middle-income countries	Essential	Application/Interview
Experience in the critical appraisal of medical literature at postgraduate level	Essential	Application/Interview
Experience in the completion of substantive quantitative analysis, either systematic review or an applied research project	Essential	Application/Interview
Experience and evidence of critical insight into priority policy questions in infectious diseases relevant to low and middle-income countries	Essential	Interview
Experienced in writing scientific articles	Essential	Interview
Experience in the completion of a systematic review of effects	Desirable	Application/Interview
Experience of authorship of a Cochrane review and experience in the software used	Desirable	Application/Interview
Experience of using GRADE	Desirable	Interview
Experience of grant proposal writing	Desirable	Application/Interview
Experience in teaching health professionals at postgraduate level	Desirable	Application/Interview
Proven track record in published research	Desirable	Interview
<b>Skills &amp; Behaviours</b>		
Knowledge and behaviours that support equality, diversity and inclusive practice	Essential	Interview
Knowledge and behaviours that support safeguarding as applicable to the role	Essential	Interview
Excellent communication skills with the ability to communicate effectively, both verbally and in writing with a meticulous attention to detail	Essential	Application/Interview
Ability to work as part of a multidisciplinary team as well as independently	Essential	Application/Interview
Computer literate with working knowledge of MS Office applications	Essential	Application/Interview
Excellent time management and organisational skills	Essential	Application/Interview
Proactive and enthusiastic approach to work	Essential	Interview
Demonstrable skills in quantitative analysis with the ability to analyse data for dissertation, audit or research publications	Essential	Application/Interview
Strong interpersonal skills with the ability to foster collaborative relationships with academic and non-academic colleagues	Essential	Interview
Sensitivity to a variety of cultures	Essential	Interview
Ability to show initiative, provide solutions to problems and have confidence in taking decisions	Essential	Application/Interview
Demonstrable teaching skills, with the ability to teach postgraduate students	Desirable	Application/Interview
<b>Circumstances</b>		
Ability and willingness to travel overseas	Essential	Interview