Job Title: Clinical Studies Officer / Research Nurse / Research Fellow in Qualitative Methods (part-time, fixed term)

School/Department: Children’s Brain Tumour Research Centre (CBTRC), School of Medicine, Division of Child Health, Obstetrics & Gynaecology

Job Family and Level: Research & Teaching, level 4

Contract Status: This post will be offered on a fixed term contract for a period of three years and is available immediately

Hours of Work: Part time - 0.5 FTE (18.12 hours per week)

Location: Children’s Brain Tumour Research Centre, Queen’s Medical Centre, Nottingham

Reporting to: Local Paediatric Oncologist (in Nottingham QMC) and Project Manager (in Southampton)

Purpose of the New Role:

An opportunity has arisen within the Children’s Brain Tumour Research Centre (CBTRC; www.cbtrc.org) at the University of Nottingham.

Children’s brain tumours account for 20% of childhood cancers, affecting 1 in 2,500 children and accounting for 450 - 500 new cases per year in the UK. Childhood brain tumours are the major cause of death from cancer in childhood. Furthermore, damage to the developing child’s brain means that two thirds of those cured will be disabled for the rest of their lives.

The CBTRC was set up to address these issues and brings together multidisciplinary researchers dedicated to increasing our understanding of the biological nature of childhood brain tumours and using this knowledge to optimize health outcomes for the child and family.

Under the supervision of the principal investigator (Southampton) and the local paediatric oncologist (Professor David Walker, Nottingham), this post will be working on a qualitative study within a Quality of Life Awards grant entitled ‘The PROMOTE Study: Patient Reported Outcome Measures Online To Enhance Communication and Quality of Life after childhood brain tumour’. They will work within a multi-centre research team (Southampton General Hospital, Great Ormond Street Children’s Hospital, and Queen’s Medical Centre, Nottingham) to gather and analyse qualitative data to inform the development and piloting of an intervention to improve quality of life using patient reported outcome measures online to enhance communication in a paediatric neuro-oncology outpatient setting. The post holder will primarily be responsible for qualitative data collection, interviewing patients, parents and clinicians, facilitating focus groups, and analysis of data. This research is funded by the Brain Tumour Charity.

The person appointed will be required to work closely with other members of the multicentre research team in Southampton, Nottingham and London. The post holder will need to be available to participate in fieldwork that may involve interviewing families in their own homes outside normal working hours or facilitating at data gathering study days at weekends at other institutions, and so flexibility with days/hours worked to enable the efficient conduct of the study
Applications for this position will be considered from Research Nurses, from Clinical Studies Officers, and from Research Fellows with relevant PhDs.

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<th>Main Responsibilities</th>
<th>% time per year</th>
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<td>1. Liaise with the multicentre research team to plan, prepare for, and recruit participants to the study. To collect, transcribe and analyse qualitative data, either interviews or focus groups, as required by the study.</td>
<td>45%</td>
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<td>2. Liaise with families of children treated for brain tumours to plan, organise, coordinate and run study days to present study specific information to them and collect qualitative data from them.</td>
<td>15%</td>
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<td>3. Work closely with other members of the multicentre research team to carry out administrative and research related tasks associated with the research funding, including risk assessment of research activities, organisation of project meetings and documentation, and implementation of procedures required to ensure accurate and timely formal reporting and financial control.</td>
<td>15%</td>
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<td>4. Contribute to writing up the findings for dissemination and prepare publication materials for referred journals, conferences or other appropriate events.</td>
<td>10%</td>
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<td>5. Any other duties as allocated by the line manager following consultation with the post holder.</td>
<td>5%</td>
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<td>6. Depending on the individual appointed to this position you may be expected to carry out occasional student supervision and to make a contribution to teaching that is in balance with wider contributions to research and other activities.</td>
<td>10%</td>
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Knowledge, Skills, Qualifications & Experience

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<tr>
<th>Qualifications/Education</th>
<th>Essential</th>
<th>Desirable</th>
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<td>Research Fellow: PhD in health or social science or similar scientific discipline.</td>
<td>Research Nurse / Clinical Studies Officer:</td>
<td>Registered Nurse or other Allied Health Professional.</td>
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<td>Research Nurse/Clinical Studies Officer: Degree or equivalent (e.g. nursing qualification) in health or social science or similar scientific discipline.</td>
<td>Higher degree (e.g. MSc)</td>
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<td>OR</td>
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<td>Extensive experience and proven track record in a relevant work environment, especially working in a paediatric setting.</td>
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<th>Skills/Training</th>
<th>Essential</th>
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<td>Able to organise own research activities to deadline and quality standards.</td>
<td>Able to write research progress reports.</td>
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<td>Able to develop understanding of complex problems and apply in-depth knowledge to address them.</td>
<td>Able to write up research results for publication and presentation.</td>
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<td>Able to think quickly and respond appropriately to difficult situations.</td>
<td>Able to contribute to grant applications.</td>
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<td>Able to communicate confidently and empathetically with families</td>
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| **Able to work effectively in a team,** understanding the strengths and weaknesses of others to help teamwork development.  
Able to recognise own strengths and weaknesses, take a leading role as appropriate, and support others in their roles.  
Excellent word processing and a good eye for detail.  
Communicate new and complex information effectively, both verbally and in writing, engaging the interest and enthusiasm of the target audience.  
Able to present research results at group meetings.  
Work proactively with colleagues in other work areas/institutions, contributing specialist knowledge to achieve outcomes.  
Good listening skills.  
Positive attitude to research team members and other colleagues. | **having experienced serious childhood illness.**  
**Current certified Good Clinical Practice training.** |
| Experience in qualitative research, in particular interviewing and/or facilitating focus groups.  
Understanding of relevant Health & Safety issues and research governance issues. | **Experience of interviewing children with cancer or other conditions, and their parents.**  
**Experience of working within a paediatric oncology context.**  
Understanding and knowledge of working in an NHS hospital based paediatric setting.  
Knowledge and experience of qualitative interviewing and facilitating focus groups involving paediatric patients, parents, and health professionals. |
| **Statutory/Legal**  
Satisfactory enhanced disclosure from the Disclosure and Barring service (once in post). |  |
| **Other**  
Able to work some non-standard working hours and able to travel for research meetings.  
Ability to travel and access to own transport.  
Flexibility with days/hours worked to enable the efficient conduct of the study.  
To be available to participate in fieldwork that may involve |  |
| | interviewing families in their own homes outside normal working hours or facilitating at data gathering study days at weekends at other institutions.  
Willingness to adopt the Ethos and Principles of the School of Medicine to improve the student experience. |

**Additional Information**

A research passport may be required once in post.

If the successful applicant is a qualified Research Fellow they will be employed as a Research Fellow.  
If the successful applicant is a qualified nurse they will be employed as a Research Nurse.  
Applicants without a PhD or a nursing qualification will be appointed as a Clinical Studies Officer.

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*The University of Nottingham strongly endorses Athena SWAN principles, with commitment from all levels of the organisation in furthering women’s careers. It is our mission to ensure equal opportunity, best working practices and fair policies for all.*

*The School of Medicine holds a Silver Athena SWAN in recognition of our achievements in promoting and advancing the representation of women in science, technology, engineering, medicine and mathematics (STEMM). Please see [http://www.nottingham.ac.uk/medicine/about/athena-swan.aspx](http://www.nottingham.ac.uk/medicine/about/athena-swan.aspx)*
Appendix 1
The University of Nottingham

The University of Nottingham is a global-leading, research-intensive university with campuses in the UK, Malaysia and China. Our reputation for world-class research has yielded major scientific breakthroughs such as Nobel-winning MRI techniques, drug discovery, food technologies and engineering solutions for future economic, social and cultural progress.

Already ranked among the UK’s elite universities and global polls for research excellence, our reputation for world-class research has been further enhanced with the 2014 results of the Research Excellence Framework (REF).

In addition to scoring highly in quality rankings covering major disciplines in science, engineering, the social sciences, medicine, business and the arts, it is Nottingham’s research power rankings which demonstrate the impressive volume of excellent research which is carried out. We are now ranked 8th in the UK on a measure of ‘research power’ which takes into account both the quality of research and the number of research-active staff who made REF returns, confirming Nottingham’s place in the top tier of the world’s elite higher education institutions.

The main University campus is set beside a lake, in an extensive belt of woodland, parks and playing fields. The 330 acre University Park Campus is the focus of life for more than 32,000 students and houses the majority of the University’s academic schools and many of the central Services. The Jubilee campus is situated 2 miles away from the University Park, and provides extra capacity. The University Medical School is situated next to the University Park. Together with the University Hospital, it forms the Queen’s Medical Centre (QMC).

University of Nottingham Medical School
Nottinham has a strong reputation for both clinical medicine and teaching. As one of the most popular medical schools in the country, it is able to select excellent students and produce and attract good junior doctors.

The School of Medicine was formed following Faculty reconfiguration on August 1st 2013. The new School of Medicine comprises the Divisions of Cancer and Stem Cell Sciences, Child Health, Obstetrics and Gynaecology; Clinical Neuroscience; Epidemiology and Public Health; Primary Care; Psychiatry and Applied Psychology; Rehabilitation and Ageing; Medical Sciences and Graduate Entry Medicine; Respiratory Medicine; Rheumatology, Orthopaedics and Dermatology and the Nottingham Digestive Diseases Centre. The School also hosts the Medical Education Centre, the Centre for Interprofessional Education and Learning, the Clinical Research Facility, the Clinical Skills Centre, NIHR design Service East Midlands, Nottingham Clinical Trials Unit, PRIMIS and Medical Imaging Unit.

The new School of Medicine brings together in one School staff undertaking research for the benefit of the health of patients. It includes all primary care and hospital-based medical and surgical disciplines, principally in the Queen’s Medical Centre and City Hospital Nottingham Campuses, Royal Derby Hospitals NHS Foundation Trust and also at the University’s main campus and at the King’s Meadow and Jubilee Campuses. Most of our School’s Senior Researchers and Teachers are also clinicians who dedicate 50% of their time to patient care within the Nottingham University Hospitals NHS Trust & Royal Derby Hospitals NHS Trust. This close juxtaposition brings cutting-edge clinical care to our patients and clinical relevance to our research and teaching. We are closely integrated with our full time NHS clinical colleagues, many of whom are themselves leaders in research and teaching and who work closely with the University and this increases the mutual benefit from integration between the University and NHS.

Mission:
Our mission is to improve human health and quality of life locally, nationally and internationally through outstanding education, research and patient care.

Priorities:
1. **Teaching and learning**, particularly training tomorrow’s doctors and teaching specialised postgraduates
2. **Research and research training:** We will perform and support the highest quality “big” research which impacts on human health and disease

3. **Partnership with the NHS** and other healthcare providers

4. **Visibility and profile of the School of Medicine:** We will do what we do better, and we will tell others about it

**Ethos and principles:**

1. **Having people and patients at the heart of all we do:** our teaching and learning, our research and our patient care

2. **Contribution within the School of Medicine and to society** beyond our immediate roles; helpfulness and service

3. **Openness and fairness,** with particular emphasis on communication (both internal and external) and on equality and diversity among students and staff

4. **Personal and group responsibility** for all aspects of our work, within a culture of opportunity and reward

Our research spans 11 major themes, ranging from cancer to vascular medicine. We work closely with industry and the NHS. Our world-leading research ranges from basic and translational science through to clinical trials, epidemiology, and health services research. Our clear theme is improving human health, underpinning a vibrant postgraduate research training programme leading to PhD or DM. Many of our academics are clinicians, using their expertise to provide cutting edge specialised treatment to NHS patients; reflecting our ethos that patients are at the heart of all we do. We were recently awarded a NIHR Biomedical Research Centre (BRC) for Nottingham, to expand our pioneering research into new treatments and diagnostics across a wide range of health problems. Starting in Spring 2017, in partnership with Nottingham University Hospitals NHS Trust, our new NIHR Biomedical Research Centre (BRC) builds on our former 2008 NIHR Biomedical Research Units.

In the 2014 Research Excellence Framework the four Units of Assessment included in the School of Medicine were among the six most improved in the whole University since RAE 2008: Over 80% of our research in 2014 was graded as world-leading or internationally excellent. Our research spans 11 major themes and ranges from basic and translational science through to clinical trials, epidemiology, and health services research. We work closely with industry and the NHS. Our research is underpinned by a strong postgraduate research training programme leading to PhD or DM. Our major research themes are in Cancer and Stem Cells; Child Health, Obstetrics & Gynaecology; Clinical Neurosciences; Dermatology; Digestive Diseases; Epidemiology and Public Health; Mental Health; Musculoskeletal physiology and disease; Primary Care; Rehabilitation and Ageing; Respiratory Medicine; and Renal Medicine.

The School of Medicine trains tomorrow’s doctors on a vibrant undergraduate medical course with a unique intercalated BMedSci, as well in a specialised graduate-entry programme built around clinical problem solving. We teach medicine and related disciplines at both undergraduate and postgraduate level. We have a dedicated clinical academic training programme and are committed to training PhD and doctoral research students and to supporting postdoctoral clinicians and scientists in their research.

Professor Tony Avery is Dean of the School of Medicine.

For further information, please see our website [http://www.nottingham.ac.uk/medicine](http://www.nottingham.ac.uk/medicine)

**Nottingham**

Central within the East Midlands, Nottingham is a vibrant and prosperous city with something to offer everyone. It is one of the UK’s leading retail centres and has a huge variety of restaurants, bars and nightclubs which attract people from all over the UK. Culturally, it has good theatres, an arena which attracts both national and international performers and a range of historical interests relating to subjects such as the lace industry, Lord Byron and DH Lawrence. Nottingham is also known for sport, being the home of Trent Bridge Cricket Ground, Nottingham Forest and Notts County Football Clubs, the National Water Sports Centre and the Nottingham Tennis Centre. There is a good network of roads with easy access to the M1 and the A1, a fast frequent rail service to London and other major cities. Nottingham East Midlands Airport is only eighteen miles away.
The city is set within a county of outstanding natural beauty which includes Sherwood Forest, Wollaton Park, lively market towns and wonderful historic buildings. Housing is relatively inexpensive and, in addition to the two Universities, there are excellent schools and colleges available.

To find out more about Nottingham, use the following links:

- University of Nottingham [http://www.nottingham.ac.uk](http://www.nottingham.ac.uk)
- Zoopla (Guide to local properties) [http://www.zoopla.co.uk/](http://www.zoopla.co.uk/)

**My Nottingham** (information on schools, term dates, school transport etc.)