UNIVERSITY OF NOTTINGHAM
RECRUITMENT ROLE PROFILE FORM

Job Title: Research Assistant– Neuroimaging

School/Department: School of Physics & Astronomy – Sir Peter Mansfield Imaging Centre (SPMIC)

Job Family and Level: Research & Teaching level 4a

Contract Status: Fixed term until 31 December 2018.

Hours of work: Full time however other part-time arrangements will be considered. Please specify in your application the number of preferred hours

Location: Sir Peter Mansfield Imaging Centre (SPMIC) University Park Nottingham

Reporting to: Professor Penny Gowland, School of Physics & Astronomy

The Purpose of the Role:
As part of the SPMMRC research team, the post holder will coordinate the third phase of the IMAGEN pan-European study of adolescent development on participants in the Nottingham sub-cohort who are now 21 years old. The post holder will work closely with another research assistant also working on this study.

This will involve contacting subjects, undertaking psychological testing, some blood preparation prior to storage and coordinating MRI scanning sessions including running fMRI experiments (though someone else will be responsible for acquiring the MRI data). It is expected that approximately 200 subjects will be studied in about 18 months. The position will also involve liaising with the Principle Investigators of the IMAGEN study, attending project management meetings (across Europe) as required and coordinating with other sites on activities such as data transfer and quality assurance.

Flexible working is required from the post holder since although most studies run during business hours, it is likely that some early morning, evening and weekend working will be required at some times.

The post holder will ensure that the study is conducted in full compliance with SPMIC safety protocols and procedures and University of Nottingham Research Governance and Ethics procedures.

Some training will be provided by collaborators at Kings College London, and some travel to London will be required.

This post will provide many opportunities for training and development.

	Main Responsibilities	**% time per year**
1.	Running studies on volunteers, including psychological tests, MR scans and other questionnaires. In this role the post holder will share responsibility for aspects of volunteer care including: • To take responsibility for the safety of all other staff and visitors associated with a scan session. • To ensure informed consent has been obtained from all study volunteers. • To ensure that all data and study paperwork is suitably archived. • To ensure volunteer confidentiality at all times.	70%
2.	Participate in coordination activities with the wider IMAGEN team	10%
3.	Coordinate with different IMAGEN sites on data sharing ad quality assurance	15%
4.	Take part in other research studies as required	5%

Knowledge, Skills, Qualifications & Experience:

	Essential	Desirable
Qualifications/ Education	• BSc in Psychology with some postgraduate experience	• Higher research degree or relevant postgraduate qualification.
Skills/Training	• Excellent communication skills with the ability to communicate clearly with volunteers, non-specialist and senior research colleagues alike. • Excellent and demonstrable administrative and records management skills with the ability to use computers and recognised software packages for such tasks. • Self-motivation and tenacious. • Ability to work as part of a multidisciplinary team.	• Previous experience of the IMAGEN study. • Specialist knowledge in Neuroimaging and fMRI • Blood handling (with appropriate vaccinations)
Experience	• Experience of dealing with members of the public, study volunteers and patients. • Experience of working in a multi-disciplinary environment with scientists and clinical and non-clinical researchers.	• Experience with computers in scientific research (eg familiarity with spreadsheets and image analysis software). • Experience of using social media to contact people. • Experience of working with MR scanners.
Statutory/Legal	• Satisfactory enhanced DBS	

Performance Measures

- Completion of scanning of the Nottingham IMAGEN cohort
- Safe conduct of studies
- Completion of own work to agreed specification, time, cost and quality standards
- Meeting targets and deadlines
- Effective use of resources
- Effective transfer of skills and knowledge to junior colleagues, other staff and students
- Compliance with Health & Safety regulations for self and others
- Innovative contribution to working of the project

Scope of the Role

There is scope for the post holder to develop partnerships with other University research groups, NHS-related bodies and commercial interests to devise new studies and generate additional income. These developments will be progressed in conjunction with the SPMMRC management group.

Strategically this post will be relevant as the SPMMRC and School of Psychology expand the Nottingham Children's Neuroimaging Initiative.

Additional Information

Because of the nature of the work for which you are applying, this post is exempted from the provisions of Section 4 (2) of the Rehabilitation of Offenders Act 1974 by virtue of the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975.

Candidates are therefore, not entitled to withhold information about convictions, which for other purposes are "spent" under the provisions of the Act, and in the event of employment any failure to disclose such

convictions could result in dismissal or disciplinary action by the University. Any information given will be strictly confidential and will be considered only in relation to an application for positions to which the Order applies.

Due to the requirements of the UK Border and Immigration Agency, applicants who are not UK or EEA nationals and whose immigration status entitles them to work without restriction in the UK will be considered on an equal basis with UK and EEA nationals. Other non-UK or non-EEA nationals whose employment will require permission to work subject to a resident labour market test may only be considered if there are no suitable UK or EEA national candidates for the post. Please visit http://www.ukba.homeoffice.gov.uk/ for more information.

Informal enquiries are welcomed and visits to the facility can be arranged for applicants; in the first all enquiries should be addressed to Professor P Gowland, Sir Peter Mansfield Magnetic Resonance Centre, tell: 0115 9514754 or email: Penny.gowland@nottingham.ac.uk. Please note that applications sent directly to this Email address will not be considered.