Job title	Research Assistant	Job family and level	Research and Teaching Level 4a
School/ Department	School of Medicine, Lifespan and Population Health Unit	Location	Applied Health Research Building, University Park Campus

Purpose of role

The purpose of this role will be to assist and support the primary care research team in carrying out academic research to assess the long-term risk of dementia associated with use of lithium prescribed for the treatment of mental health conditions in older adults.

In this role you will be responsible for planning and conducting research using routine electronic health records from UK primary care in accordance with the research protocol, working in conjunction with others in the research team to achieve objectives and deadlines of the research project, and will be jointly responsible for writing up the work for publication.

You will be working with a team of academics in the centre for academic primary care and the institute of mental health.

	Main responsibilities (Primary accountabilities and responsibilities expected to fulfil the role)	% time per year
1	**Research:** ▪ To undertake supervised research which may include planning, preparing, setting up, conducting research activity in accordance with research protocols including all aspects of data management and statistical analysis using recognised approaches, methodologies, and techniques within the framework of an agreed programme. ▪ To conduct literature and database searches and carry out analyses and/or tests and/or critical evaluations using specified and agreed techniques, approaches and/or models and document findings. ▪ To work in conjunction with others in the research team, achieve objectives and deadlines of the research project.	75%
2	**Engagement and Communication**: ▪ To contribute to the production of research reports and publications. and prepare and present papers on research progress and outcomes to relevant groups including external bodies.	15%

	▪ To build relationships with internal and external contacts to develop knowledge and understanding and form relationships for future collaborations. ▪ To communicate information and ideas to students and advise and assist other staff/students within area of expertise.	
3	**Development:** ▪ To continue to develop skills in and knowledge of research methods and techniques and contribute to the development of/or choice of techniques, models, methods, critiques and approaches.	10%
4	**Other:** ▪ Any other duties appropriate to the grade and level of the role ▪ We recognise the importance of continuous professional development and therefore the importance of providing opportunities, structured support and encouragement to engage in professional development each year.	N/A

Person specification

	Essential	Desirable
Skills	- Excellent oral and written communication skills, including the ability to communicate with clarity on complex information. - Evidence of sufficient breadth or depth of research methodologies and techniques to work in research area. - Developing research skills. - Ability to contribute to method improvement. - Analytical ability to facilitate conceptual thinking, innovation and creativity - Ability to build relationships and collaborate with others, internally and externally.	Demonstrates a desire to further develop skills and knowledge of research methods and techniques
Knowledge and experience	- Understanding of epidemiological methods. - Experience in use of research methodologies and statistical analysis techniques to work within area - Ability to carry out statistical analyses, interpret findings and present results. - Competence in using statistical packages (Stata or R) for data analysis. - Recent experience of cleaning and manipulating large datasets - Experience of research analyses using routinely collected UK electronic health records such as SAIL, QResearch, CPRD or THIN	- Knowledge of multivariable regression analysis, survival analysis and other statistical methods - Experience of developing new approaches, models, techniques, or methods in research area
Qualifications, certification and training (relevant to role)	Degree or equivalent in relevant subject area.	Master's Degree, or equivalent in data science, medical statistics, epidemiology, public health, or similar subjects with a strong numeric component.
Other	Willingness to adopt the vision and values of the School of Medicine.	

Expectations and behaviours

The University has developed a clear set of core expectations and behaviours that our people should be demonstrating in their work, and as ambassadors of the University's strategy, vision and values. The following are essential to the role:

Valuing people   Is friendly, engaging and receptive, putting others at ease. Actively listens to others and goes out of way to ensure people feel valued, developed and supported.

Taking ownership   Is clear on what needs to be done encouraging others to take ownership. Takes action when required, being mindful of important aspects such as Health & Safety, Equality, Diversity & Inclusion, and other considerations.

Forward thinking   Drives the development, sharing and implementation of new ideas and improvements to support strategic objectives. Engages others in the improvement process.

Professional pride   Is professional in approach and style, setting an example to others; strives to demonstrate excellence through development of self, others and effective working practices.

Always inclusive   Builds effective working relationships, recognising and including the contribution of others; promotes inclusion and inclusive practices within own work area.

Key relationships with others

Line manager

Clinical Associate Professor

Role holder

Research Assistant

Key stakeholder relationships

Colleagues

Students