



<b>Job title</b>	Research Fellow (Title will be 'Research Associate' where an appointment is made before PhD is completed)	<b>Job family and level</b>	Research and Teaching Level 4 (Appointment will be Level 4 career training grade where an appointment is made before PhD has been completed)
<b>School/ Department</b>	School of Medicine / Translational Medical Sciences	<b>Location</b>	School of Medicine, Queen's Medical Centre Campus

## Purpose of role

The purpose of this role will be to have specific responsibility for research, for developing research objectives and proposals for a research project studying a new medical device to measure gastrointestinal transit time using Magnetic Resonance Imaging (MRI). The study will use MRI imaging to follow the journey of small, ingestible mini-capsules that are visible on the MRI images inside the gastrointestinal tract. This project is in collaboration with other institutions and a clinical trials unit. The work will involve all aspects of the project, from coordination to liaising with the partner organisations, from recruiting participants to running study days, analysing data and writing up project reports, scientific abstracts and papers.

You will join an established multi-disciplinary team, led by Professor Luca Marciani, whose main areas of research interest include gastrointestinal imaging. The project is a research collaboration with the University's Sir Peter Mansfield Imaging Centre and the manufacturer of the new medical device.

You will have the opportunity to use your initiative and creativity to identify areas for research, develop research methods and extend your research portfolio.

The School of Medicine recognises the importance of continuous professional development and therefore the importance of providing opportunities, structured support and encouragement to engage in professional development each year.

To find out more about the School of Medicine, its value, vision, teaching and research, please see our [further information leaflet](#).

	<b>Main responsibilities</b> (Primary accountabilities and responsibilities expected to fulfil the role)	<b>% time per year</b>
1	<p><b>Research Responsibilities:</b></p> <ul style="list-style-type: none"> <li>To manage, plan and conduct own research activity using recognised approaches, methodologies and techniques within the research area.</li> <li>To resolve problems, in meeting research objectives and deadlines in collaboration with others.</li> <li>To identify opportunities and assist in writing bids for research grant applications. Prepare proposals and applications to both external</li> </ul>	60%

	and/or internal bodies for funding, contractual or accreditation purposes.	
2	<p><b>Engagement, Communication and Continuation Responsibilities:</b></p> <ul style="list-style-type: none"> <li>▪ To write up research work for publication and/or contribute to the dissemination at national/international conferences, resulting in successful research outputs.</li> <li>▪ To collaborate with academic colleagues on areas of shared interest for example, course development, collaborative or joint research projects</li> <li>▪ Working with the study team to monitor study participants' recruitment, data completeness and quality, and retention of participants; and to identify problems, and implement strategies to overcome any identified problems</li> <li>▪ Manage and coordinate the completion of study documents ensuring the process is in accordance with the University's Standard Operating Procedures</li> <li>▪ Preparing study correspondence and communications e.g. newsletters, flyers, posters and other updates</li> <li>▪ Working in accordance with Good Clinical Practice and undertaking regular training to keep up to date with all relevant research regulations and research methodology</li> <li>▪ Be responsible for the collating the study outputs from the research team,</li> <li>▪ Oversee reporting to study funder including conference dissemination, publications and other data</li> <li>▪ Preparing and maintaining research study files and documentation</li> <li>▪ Take responsibility for planning and organising meetings or other research group events. This will include communication with the research team and any relevant external colleagues or collaborators. Ensure agendas and other meeting paperwork is prepared and circulated, record and circulate minutes. For larger events, manage the logistics including finding and booking venues, catering, IT and all necessary liaising.</li> <li>• Ensure smooth day-to-day running of the research studies, e.g. responding to general enquiries, dealing with emails, word processing, photocopying and filing</li> </ul>	30%
3	<p><b>Teach, supervise, examine and personal tutoring:</b></p> <ul style="list-style-type: none"> <li>• You are expected to make a contribution to teaching that is in balance with wider contributions to research and other activities.</li> </ul>	10%
4	<p><b>Other:</b></p> <ul style="list-style-type: none"> <li>• Any other duties appropriate to the grade and level of the role</li> </ul>	N/A

## Person specification

	<b>Essential</b>	<b>Desirable</b>
<b>Skills</b>	<ul style="list-style-type: none"> <li>• Excellent oral and written communication skills, including the ability to communicate with clarity on complex information.</li> <li>• Ability to creatively apply relevant research approaches, models, techniques and methods.</li> <li>• Ability to build relationships and collaborate with others, both internally and externally</li> <li>• High analytical ability to analyse and illuminate data, interpret reports, evaluate and criticise texts and bring new insights.</li> <li>• Ability to assess and organise resource requirements and deploy effectively</li> <li>• Excellent interpersonal skills with an ability to communicate effectively with a wide range of people</li> <li>• Ability to work alone, as well as part of a team</li> <li>• Ability to work under pressure and to deadlines</li> <li>• Excellent attention to detail</li> <li>• Excellent team player</li> <li>• Excellent Computer literacy skills particularly in using Microsoft applications (Word, Excel and Outlook)</li> <li>• Excellent organisational skills</li> </ul>	
<b>Knowledge and experience</b>	<ul style="list-style-type: none"> <li>• Some experience in research data analysis</li> <li>• Experience in working with human research study participants</li> </ul>	<ul style="list-style-type: none"> <li>• Good practical experience in imaging research studies and image data processing</li> <li>• Experience in running human clinical trials in a research setting</li> <li>• Experience of working in multidisciplinary teams</li> <li>• Experience of developing new approaches, models, techniques or methods in this research area.</li> <li>• Previous success in gaining support for externally funded research projects</li> </ul>

		<ul style="list-style-type: none"> <li>• Good knowledge of magnetic resonance imaging</li> </ul>
<b>Qualifications, certification and training (relevant to role)</b>	<ul style="list-style-type: none"> <li>• PhD or equivalent in relevant subject area related to human physiology or medical imaging or close to completion of a PhD.</li> </ul>	
<b>Other</b>	<ul style="list-style-type: none"> <li>• Willingness to adopt the <a href="#">vision and values</a> of the School of Medicine.</li> </ul>	
<b>Statutory/Legal requests</b>	<ul style="list-style-type: none"> <li>• Satisfactory Enhanced disclosure obtained from the Disclosure and Barring Service.</li> </ul>	



## 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

