

# RESEARCH FELLOW



<b>Job Title:</b>	<b>Research Fellow</b>
<b>Department:</b>	Disease Control Department
<b>Faculty:</b>	ITD
<b>Location:</b>	Keppel Street
<b>FTE:</b>	1.0
<b>Grade:</b>	AP6
<b>Accountable to:</b>	Robert Dreibelbis
<b>Job Summary:</b>	The Research Fellow will provide support to multiple COVID-19 Hygiene Hub activities (hygienehub.info). The post-holder will provide direct technical support to government and civil society partners implementing hygiene and/or behaviour change programmes on various aspects of COVID-19 response, including but not limited to: review behaviour change strategy documents and IEC materials, reviewing and contributing to formative research protocols and data gaps, contributing to monitoring and evaluation protocols, and supporting data analysis and interpretation. The post holder will also contribute to writing and editing resource documents and programme case studies, coordinating information and research needs with COVID-19 Hygiene Hub partners, evidence synthesis / literature reviews, presenting in webinars, and documenting the successes and challenges of COVID-19 hygiene programming.

## GENERAL INFORMATION

### The London School of Hygiene & Tropical Medicine

The London School of Hygiene & Tropical Medicine is a world-leading centre for research and postgraduate education in public and global health. Our mission is to improve health and health equity in the UK and worldwide; working in partnership to achieve excellence in public and global health research, education and translation of knowledge into policy and practice.

Founded in 1899, the School has expanded in recent years at its two main sites on Keppel Street and Tavistock Place. Our staff, students and alumni work in more than 150 countries in government, academia, international agencies and health services.

Research income has grown to more than £180 million per year from national and international funding sources including UK government and research councils, the European Union, the Wellcome Trust, Gates Foundation and other philanthropic sources.

Our diverse research talents, skills and experience, underpin our position as a leader in public and global health. These range from the molecular to the global, the theoretical to the applied, the analytical to the political. Our staff are conducting research in more than 100 countries.

We have 3,300 staff based all around the world with core hubs in London and at the MRC Units in The Gambia and Uganda, which joined LSHTM in February 2018. Our outstanding, diverse and committed staff make an impact where it is most needed - deploying research in real time in response to crises, developing innovative programmes for major health threats, or training the next generations of public and global health leaders and researchers.

Working in partnership is central to achieving our mission. Our strategic collaborations in the UK and across high-, middle- and low-income countries deliver health and socioeconomic benefits across the world, especially in the most disadvantaged communities.

LSHTM is also a member of the M8 Alliance of Academic Health Centers, Universities and

National Academies, the Association of Schools of Public Health in the European Region, and the Consortium of Universities for Global Health.

We deliver research-led educational programmes to future health leaders, managers and researchers across the world. We have more than 1,200 face-to-face Master's and Doctoral students, 3,000 studying by distance learning, and 1,000 each year on short courses and continuous professional development. Our free online courses are studied by more than 70,000 participants globally.

LSHTM performs strongly in various global university league tables. In the 2019 CWTS Leiden Ranking LSHTM is ranked the UK's top university for the proportion of academic research with women listed as authors, first in Europe for publishing open access research, and first in Europe and eighth in the world for research impact in sciences (for the proportion of its total publications ranking in the top 10% of most cited research).

In the US News Best Global Universities Ranking 2019, we ranked ninth in the UK overall and 13th in the world in the fields of social sciences and public health. We ranked 27th for medicine in the 2019 QS World University Rankings.

In the 2019 Shanghai World Ranking we placed 201-300 overall, and ranked 4th in public health (1st in the UK), 17th in clinical medicine, and 76-100 in human biological sciences. In 2017, the inaugural Center for World University Rankings by Subject placed LSHTM first in the world for tropical medicine research, second for parasitology and seventh for infectious diseases, public, environment and occupational health, and social sciences and biomedical.

LSHTM was named University of the Year 2016 by Times Higher Education and awarded a Queen's Anniversary Prize for Higher and Further Education in 2017 in recognition of our response to the 2014 Ebola epidemic in West Africa. LSHTM does not appear in the Times Higher Education World University Rankings as universities are excluded if they do not teach undergraduates.

We seek to foster and sustain a creative and supportive working environment based upon an ethos of respect and rigorous scientific enquiry. We embrace and value the diversity of our staff and student population and seek to promote equality as an essential element in contribution to improving health worldwide.

LSHTM is one of around 20 specialist institutions that receive institution specific funding from the Office for Students (OfS). This funding recognises the additional costs that LSHTM incurs because of its unique range of teaching, specialist facilities, and the scale of its contributions to national and international agencies.

## **FACULTY INFORMATION**

### **Faculty of Infectious and Tropical Diseases**

The Faculty of Infectious and Tropical Diseases encompasses all of the laboratory-based research in the School as well as that on the clinical and epidemiological aspects of infectious and tropical diseases. It is headed by Alison Grant, who is **Professor of International Health**. The range of disciplines represented in the faculty is very broad and inter-disciplinary research is a feature of much of our activity. The spectrum of diseases studied is wide and there are major research groups with a focus on malaria, tuberculosis, HIV/AIDS and other sexually transmitted diseases, vaccine development and evaluation, and vector biology and disease control. The Faculty is organised into three large research departments comprising: Clinical Research, Disease Control, and Infection Biology. There is close interaction between scientists in different research teams. The Faculty has strong overseas links, which provide a basis for field studies and international collaborations in developed and developing countries. The teaching programme

includes MSc courses, taught in-house and by distance learning, which are modular in structure, a variety of short-courses and an active doctoral programme (PhD and DrPH). For further information on the Faculty see: <http://www.lshtm.ac.uk/itd/index.html>.

## **Department of Disease Control (Head: Professor James Logan)**

The Department of Disease Control is a multidisciplinary, cross-cutting department, operating in a global context and committed to excellence in research, innovation, learning and engagement. We have an outstanding reputation for internationally competitive research and teaching excellence, with demonstrable impact in the control of diseases, worldwide. Our diverse scientific staff comprises entomologists, epidemiologists, mathematical modellers, geographers, public health engineers, hygiene specialists, social scientists, engineers, statisticians and clinical scientists. We also have a strong team of project administrators, coordinators, managers, and communication specialists, who provide expert support to our research programmes in the UK and overseas. We are a highly collaborative Department, with extensive partnerships and collaborations with researchers from many countries and organisations around the world, as well as internally, with multiple School Departments. Our work cuts across several School Centres such as the Vaccine Centre, the Malaria Centre, Centre for Evaluation and the MARCH Centre.

Our staff play influential roles as consultants and key advisors to organisations including the WHO, CDC, Malaria Consortium, Public Health England, Department of Health, DFID, Bill and Melinda Gates Foundation, the Royal Society, Research Councils, Academy of Medical Sciences, the World Bank, Governments and private sector manufacturers and innovators, amongst many others. Our range of expertise provides us with an impressive set of tools for addressing the control of diseases that are insect-borne, water-borne or associated with poor hygiene – mostly in low- and middle-income countries. Much of our research is directed at current health policy issues and addressing gaps between policy and practice.

## **The COVID-19 Hygiene Hub and Project Background**

The COVID-19 Hygiene Hub (The Hub) is designed to be a free global service supporting governments and organisations in low- and middle income countries to rapidly share, design and adapt evidence-based hygiene interventions to combat the spread of coronavirus. It is a one-year £1.2m initiative, jointly funded by DFID and the Gates Foundation. The Hygiene Hub has three primary objectives:

- Document local, regional, and national COVID-19 hygiene response strategies and share lessons learned and local innovations by providing a platform to connect organizations working on COVID-19 response.
- Develop plain-language, practical guidance documents that are publicly available through an interactive website and can be used by professionals working for government or NGOs implementing COVID-19 response programmes.
- Provide direct technical support to governments and/or organizations implementing hygiene behaviour change programmes by linking organizations with a global panel of technical experts in-line with stated programme needs and priorities.

The focal point for The Hub is an interactive web-platform that links users (organizations, governments) with curated materials to help organizations develop and adapt their COVID-19 response; organize and share user-generated content and information about local programming; and connect organizations to an international panel of technical experts. While housed at LSHTM, the Hub will draw on a wide range of technical partners at other academic and research organizations – including LMIC institutions. The structure and function of The Hub has been informed by our on-going consultations with leading international organizations from both the development and humanitarian sectors involved in COVID-19 hygiene programming. This demand-driven approach to activities and resource allocation will be on-going and allow The Hub to adapt to the changing nature of the crises and changing needs of its partners. The COVID-19 Hygiene Hub is housed at LSHTM but works through a broad, global network of technical and

creative partners. At present, the COVID-19 Hygiene Hub coordinates a consortium of technical partners from 10 different academic and technical organizations, with new organizations engaged as needed.

The postholder will support all aspects of the COVID-19 Hygiene Hub's activities and partnerships with global, national, and local stakeholders. The Research Fellow will provide support to multiple COVID-19 Hygiene Hub activities ([hygienehub.info](http://hygienehub.info)). The post-holder will provide direct technical support to government and civil society partners implementing hygiene and/or behaviour change programmes on various aspects of COVID-19 response, including but not limited to: review behaviour change strategy documents and IEC materials, reviewing and contributing to formative research protocols and data gaps, contributing to monitoring and evaluation protocols, and supporting data analysis and interpretation. The post holder will also contribute to writing and editing resource documents and programme case studies, coordinating information and research needs with COVID-19 Hygiene Hub partners, evidence synthesis / literature reviews, presenting in webinars, and documenting the successes and challenges of COVID-19 hygiene programming.

# RESEARCH FELLOW



The portfolio of duties outlined below will vary in accordance with the detailed expectations of the role (attached), which may be varied from time to time, and agreed at your annual Performance and Development Review (PDR).

## JOB DESCRIPTION

### Main Activities and Responsibilities

#### KNOWLEDGE GENERATION

1. To undertake high quality research & scholarship, including contributing to drafting major grant proposals and/or leading on drafting small grant proposals;
2. To contribute to peer-reviewed publications, including as lead author;
3. To make a contribution to research degree student supervision, as appropriate to qualifications and experience;
4. To manage small grants or elements of larger grants, ensuring compliance with good practice in relation to the conduct of research, the ethics policy and other relevant School policies.
5. To provide technical support on hygiene and COVID-19 related behaviour change programmes to the Hygiene Hub partners and users as needed
6. To contribute to technical resource document development, editing, and review and manage the external review process.
7. To contribute to and develop case studies on COVID-19 response
8. To conduct rapid literature reviews and evidence summaries on specific topics related to COVID-19 and hygiene behavior change
9. To contribute to and/or lead specific operational research opportunities in collaboration with COVID-19 Hygiene Hub partners. This may include general guidance, input on research methods, and protocol development as well as data management.
10. To contribute to other relevant workstreams within COVID-19 Hygiene Hub
11. To contribute to and participate in the wider research undertaken by the Environmental Health Group in relation to skills and experience and in discussion with line manager.

#### EDUCATION

1. To contribute to the delivery of high quality, research-informed teaching and assessment in relation to your specific subject and within the broader area covered by your department and disciplinary field;
2. To contribute to the improvement of the quality of the School's education, by participating in the development of new and updated learning and teaching materials or approaches.

#### INTERNAL CONTRIBUTION

1. To undertake activities that support the Department, Faculty or the School;
2. To participate in the School's PDR process.

## EXTERNAL CONTRIBUTION

1. To demonstrate good external citizenship by contributing to learned society/conference events, journal and grant reviews etc;

## PROFESSIONAL DEVELOPMENT & TRAINING

1. To keep up to date with the latest research/thinking in your academic field and with changes to pedagogic practice within the School and more generally;
2. Where the length and nature of the position permits, to apply for and, if accepted, undertake a doctoral degree (if not already acquired);
3. To undertake and successfully complete the mandatory training required by the School appropriate to the role.

## GENERAL

All academic staff are free within the law to question and test received wisdom, and put forward new ideas and controversial or unpopular opinions, to enable the School to engage in research and promote learning to the highest possible standards.

All staff at LSHTM are also expected to:

1. Act at all times in the School's best interests;
2. Treat School staff, students and visitors with courtesy and respect at all times;
3. Comply fully with School policies, procedures and administrative processes relevant to the role, including when acting as Principal Investigator, accepting academic, managerial, financing and ethical responsibility for a project
4. Uphold and support the School's values (as set out in the School Strategy document);
5. Act as ambassadors for the School when hosting visitors or attending external events.

*The above list of duties is not exclusive or exhaustive and the role holder will be required to undertake such tasks as may reasonably be expected within the scope and grading of the role.*

*Role descriptions should be regularly reviewed to ensure they are an accurate representation of the role.*

[FEB 2020]

## PERSON SPECIFICATION

This form lists the essential and desirable requirements needed by the post holder to be able to perform the job effectively.

Applicants will be shortlisted solely on the extent to which they meet these requirements.

### ESSENTIAL CRITERIA:

1. A postgraduate degree, ideally a doctoral degree in a relevant field.
2. Relevant experience in water, sanitation, and hygiene (WASH); behaviour change; evaluation; or implementation science fields.
3. Contributions to written output, preferably peer-reviewed, as expected by the subject area/discipline in terms of types and volume of outputs.
4. Proven ability to work independently, as well as collaboratively as part of a research team, and proven ability to meet research deadlines.
5. Evidence of excellent interpersonal skills, including the ability to communicate effectively both orally and in writing
6. Evidence of good organizational skills, including effective time management.
7. Excellent written communication skills as demonstrated by contribution to peer-reviewed academic publications, policy documents, or lay-language summaries of research outputs.
8. Prior field experience designing and managing environmental health; behavioral health and/or water, sanitation, and hygiene (WASH) research and/or programing in low- and middle-income countries.
9. Broad training in a range of public health methods, including: epidemiology, statistical analysis, formative research, qualitative research, and programme evaluation.
10. Ability and willingness to travel up 10 weeks / year with frequent travel to medium and/or high-risk environments and in-line with FCO and LSHTM policies on travel during COVID-19 pandemic
11. Excellent communication skills evidenced by presentations to various stakeholders, including academic and policy audiences.
12. Prior experience training, supporting, and building the capacity of researchers and NGO staff.

### DESIRABLE CRITERIA

1. Some experience of contributing to research grant applications.
2. Some experience of teaching and assessment.
3. Some experience of supervising and supporting junior researchers and/or research degree students, and non-academic staff.
4. Some experience with research proposal development
5. Prior experience using online communications tools, such as Slack, Intercom, or Storyblok
6. Prior experience with quantitative data management and use of appropriate software packages (Stata or R).
7. Proficiency in languages other than English (please specify language and level of proficiency).

## **SALARY AND CONDITIONS OF APPOINTMENT**

The post is fully funded until 31 May 2021. The salary will be on the Academic scale, Grade 6 scale in the range £40,011 - £45,437 per annum (inclusive of London Weighting). The post will be subject to the LSHTM terms and conditions of service. Annual leave entitlement is 30 working days per year, pro rata for part time staff. In addition to this there are discretionary "Director's Days". Membership of the Pension Scheme is available.

Applications should be made on-line via our website at <http://jobs.lshtm.ac.uk>. Applications should also include the names and email contacts of 2 referees who can be contacted immediately if shortlisted. Online applications will be accepted by the automated system until 10pm of the closing date. Any queries regarding the application process may be addressed to [jobs@lshtm.ac.uk](mailto:jobs@lshtm.ac.uk). Please quote reference REF ITD-DCD-2020-20

The supporting statement section should set out how your qualifications, experience and training meet each of the selection criteria. Please provide one or more paragraphs addressing each criterion. The supporting statement is an essential part of the selection process and thus a failure to provide this information will mean that the application will not be considered. An answer to any of the criteria such as "Please see attached CV" will not be considered acceptable.

Please note that if you are shortlisted and are unable to attend on the interview date it may not be possible to offer you an alternative date.

## **ASYLUM AND IMMIGRATION STATEMENT**

The School will comply with current UKVI legislation, which requires all employees to provide documentary evidence of their legal right to work in this country prior to commencing employment. Candidates will be required to email a copy of their passport (and visa if applicable) to HR prior to their interview and if appointed will be asked to bring the original documents in to be copied and verified before their start date.

The advertisement of this role does not meet the minimum requirements set by UKVI to enable sponsorship of migrant workers. Therefore, we cannot progress applications from candidates who require sponsorship to work in the UK.

Date amended: February 2020



## Academic Expectations: Research Fellow

Examples of expected types of activities are listed; the selection of activities will vary from year to year and not all activities in each category would necessarily be done in any one year. The statement in each shaded heading summarises the general expectations for contributions in each category. Given the nature of employment as a Research Fellow, it is expected that most activity will focus on knowledge generation, but some activity in other areas is required and will support career progression.

<b><i>Knowledge generation: Independent contributions and a clear trajectory towards excellence as an academic researcher</i></b>
<b><i>Research and scholarship</i></b> <ul style="list-style-type: none"><li>• Undertaking research</li><li>• Working with PIs to draft grant proposals and/or leading writing of small grants, work packages or sections of larger proposals or personal fellowship applications</li><li>• Contributing to peer-reviewed outputs, including as first author, as expected by the subject area/discipline in terms of types of output</li><li>• Poster/oral presentations at relevant conferences, translation of research findings into educational materials</li><li>• Social media contributions such as twitter, blogs, web-based media or webinars</li></ul> <b><i>Doctoral degree supervision</i></b> <ul style="list-style-type: none"><li>• For RFs with Doctorate, some contribution to doctoral degree supervision is encouraged (e.g. specialist skills training; ad hoc advice; advisory committees). RFs without a Doctorate may also advise in areas of specialist knowledge<sup>1</sup></li></ul> <b><i>Research management, leadership and support</i></b> <ul style="list-style-type: none"><li>• Effective management of own time and activities</li><li>• Management of small research grants or elements of larger grants, including management of data collection and relationships with research collaborators, support to grants management</li></ul> <b><i>Professional development</i></b> <ul style="list-style-type: none"><li>• Courses and other professional development activities, referenced to RDF</li><li>• Where the length, nature and funding source of the position permit, to apply for and, if accepted, undertake a doctoral degree (if not already acquired)</li></ul>
<b><i>Education: Basic competence in teaching and assessment</i></b>
<b><i>Teaching and assessment</i></b> <ul style="list-style-type: none"><li>• Research-informed teaching and assessment contributions (e.g. contributions to modules, MSc project supervision)</li></ul> <b><i>Educational development and innovation</i></b> <ul style="list-style-type: none"><li>• Contributing to the development of new educational materials, learning opportunities or assessments approaches</li></ul> <b><i>Education leadership and management</i></b> <ul style="list-style-type: none"><li>• None expected</li></ul> <b><i>Professional development</i></b> <ul style="list-style-type: none"><li>• Participation in professional development activities referenced to UKPSF (e.g. HEA, PGCILT, preparation for doctoral degree supervision, shadowing more experienced colleagues)</li></ul>
<b><i>Internal contribution: Contributions to School functioning and development</i></b>
<b><i>Internal citizenship</i></b> <ul style="list-style-type: none"><li>• Contributing to at least one Department, Faculty, School, or Centre event or special interest group in any one year;</li><li>• Supporting external School collaborations/partnerships (beyond own research or education role) where relevant</li></ul> <b><i>School leadership and management roles</i></b> <ul style="list-style-type: none"><li>• None expected but credit can be given if undertaken</li></ul>

<sup>1</sup> Such RFs are expected to be registered for a doctorate

<b><i>External contribution: Contribution beyond the School</i></b>
<i>External citizenship</i> <ul style="list-style-type: none"><li>• Contributing to learned society/conference events, journal and grant reviews etc <i>Knowledge translation and enterprise: not expected but options include:</i></li><li>• Collecting evidence of research impact for impact case studies (e.g. policy records, correspondence with policy makers, media highlights)</li><li>• Engaging with policy/practice/industry/NGO communities and the general public</li><li>• Supporting MOOCs/OERs or other (e.g. educational) outreach</li></ul>