

LONDON SCHOOL OF HYGIENE & TROPICAL MEDICINE

FACULTY OF PUBLIC HEALTH AND POLICY

**DEPARTMENT OF SOCIAL AND ENVIRONMENTAL
HEALTH RESEARCH**

**RESEARCH FELLOW – CENTRE FOR EXCELLENCE FOR
DEVELOPMENT IMPACT AND LEARNING (CEDIL)**

FURTHER PARTICULARS

LONDON
SCHOOL of
HYGIENE
& TROPICAL
MEDICINE



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 £110 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. The School's multidisciplinary expertise includes clinicians, epidemiologists, statisticians, social scientists, molecular biologists and immunologists, and we work with partners worldwide to support the development of teaching and research capacity.

Our education provision has expanded to more than 1,000 London-based Master's and Research students, 3,000 studying postgraduate courses by distance learning, and 1,000 each year on short courses and continuous professional development. Our free online courses (Moocs) are studied by more than 30,000 participants globally.

The School performs well in various global university league tables. In the US News Best Global Universities Ranking 2017, we are ranked sixth in the world (together with Oxford University) in the fields of social sciences and public health. In the 2016 CWTS Leiden Ranking, the School was ranked fifth in the world for research impact across all disciplines, based on the share of institutions' outputs within the top 1% of papers by citation in all areas of science and independent of size of output.

The School was named University of the Year 2016 by Times Higher Education, in recognition of our response to the Ebola epidemic. The School is 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.

FACULTY INFORMATION

Faculty of Public Health and Policy

The Faculty of Public Health & Policy is responsible for research and teaching in the policy, planning and evaluation of health programmes and services. Its interests are both national and international, encompassing industrialized, and less developed countries. The Faculty has three research departments:

Health Services Research and Policy

Global Health and Development

Social and Environmental Health Research

Each department is multidisciplinary, containing about 50 - 70 academic staff representing medicine, statistics, epidemiology, sociology, economics, anthropology, operational research, psychology, nursing and history. Each department is responsible for its own research. The School has adopted a rotating system of management for its academic departments and faculties. The management of a department is under the control of the Department Head, appointed by the Director for a period of three years in the first instance. The Faculty Head is appointed in a similar manner but for an initial period of up to five years.

The Faculty currently has a staff of 26 professors, 8 readers, 33 senior lecturers, 64 lecturers, 102 research fellows and assistants, about 40 computing, administrative and secretarial staff, and a number of honorary staff.

The **Centre of Excellence for Development Impact and Learning (CEDIL)**, funded by DFID, is a new Centre to develop and test innovative approaches to impact evaluation and evidence synthesis. A consortium comprising the Campbell Collaboration, the EPPI-Centre, Evaluation for Development Policy (EDePo), the International Initiative for Impact Evaluation (3ie) and LSHTM has been awarded the contract for this work. The work of the consortium members will be supported by a small Research Directorate including a full-time Deputy Director.

The Intellectual Leadership Team (ILT) of CEDIL comprises leading researchers from the consortium members, and a global panel of impact evaluation and evidence synthesis experts. During the first year of the project the ILT are producing conceptual and evidence mapping papers in order to develop Programmes of Work of new innovative evaluations to be implemented in years 2-5. Implementation of the studies will be managed by a separate Programme Directorate, with quality assurance and technical support provided by the ILT. Evidence synthesis of findings from these new studies will be undertaken by consortium members and the Research Directorate. The Research Directorate is directly engaged in producing selected research outputs, and in managing the production, quality assurance and publication of all CEDIL outputs.

The staff of the Research Directorate comprises a part-time Research Director, two full-time academic staff (a Deputy Director and a Research Fellow) and a coordinator. The secretariat will be located in LIDC.

London International Development Centre

LIDC is a consortium of the Colleges of the University of London which facilitates interdisciplinary research and training to tackle complex problems in international development. It brings together social and natural scientists from across the University of London's Bloomsbury Colleges to develop and implement research and training, and helps students in these Colleges to meet and learn about international development. LIDC facilitates interdisciplinary research and training to tackle complex problems in international development by bringing together social and natural scientists from across the University of London's five Bloomsbury Colleges (Birkbeck, Institute of Education, London School of Hygiene and Tropical Medicine (LSHTM), Royal Veterinary College, and SOAS). It has 2,000 members from across these Colleges (students, staff and alumni).



JOB DESCRIPTION

Job Title: Research Fellow - CEDIL	
Department /Division/Unit: Department of Social and Environmental Health Research (although based in the London International Development Centre – LIDC)	
Faculty/Professional Service: Faculty of Public Health and Policy	
Location: Gordon Square, London	
Reports to: Deputy Director - CEDIL	
Responsible for: N/A	
Full Time/Part Time/Casual: Full time	Hours: 35
Grade: 6	
Overall Purpose of the job	
<p>Reporting to CEDIL's Deputy Director, the Research Officer will take part in the substantive research undertaken within the CEDIL Research Directorate, and assist with the management of the research undertaken by members of CEDIL's intellectual leadership team. The Research Officer will assist in the development of the CEDIL Programmes of Work.</p>	

Principal Duties and Responsibilities <i>(Examples)</i>
<p>Research activities</p> <ol style="list-style-type: none"> 1. Participate in selected research activities being undertaken by the CEDIL Secretariat, and provide substantive inputs on others. 2. Assist in the development of CEDIL Programmes of Work. 3. Co-authoring papers as CEDIL working papers and, subsequently, in peer reviewed journals. 4. Ensure the quality of CEDIL publications by managing the editorial process for CEDIL papers, including providing substantive comments on selected products

5. Working with the Deputy Director to draft grant proposals and/or leading writing of small grants, work packages or sections of larger proposals or personal fellowship applications
6. Contributing to peer-reviewed outputs, including as first author, as expected by the subject area/discipline in terms of types of output
7. Poster/oral presentations at relevant conferences, translation of research findings into educational materials
8. Social media contributions such as twitter, blogs, web-based media or webinars

Project coordination

1. Assist in the quality assurance of all products produced by the CEDIL Research Team, including providing support to the monitoring system for timely deliver, coordination of peer review inputs, and help manage allocation of CEDIL resources across products.
2. Assist in the preparation of financial and other reports prepared and submitted to DFID and other funders.

Education

1. Some teaching activities, including lectures, workshops, short courses or PhD supervision, will be undertaken that are consistent with CEDIL's mandate.

Internal and external contribution

1. To demonstrate good internal citizenship by participating in the recruitment, mentoring and support of more junior colleagues as appropriate;
2. Engaging with relevant activities undertaken by consortium members
3. Research-informed teaching and assessment contributions (e.g. contributions to workshops)
4. Contributing to at least one CEDIL event in any one year
5. Participate in other relevant activities such as the LIDC/3ie seminar series and the activities of the LSHTM Centre for Evaluation
6. Collecting evidence of research impact for impact case studies (e.g. policy records, correspondence with policy makers, media highlights)

7. Engaging with policy/practice/industry/NGO communities and the general public
8. Supporting MOOCs/OERs or other (e.g. educational) outreach
9. To demonstrate good external citizenship by linking with and supporting appropriate external organisations;
10. To promote knowledge translation and enterprise by exploiting academic knowledge beyond academia, including overseeing production of specific knowledge translation products.
11. Contribution of technical content on CEDIL website.

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. To undertake and successfully complete the mandatory training required by the School appropriate to the role (a list of mandatory training requirements can be found at: [LINK](#)).
3. Advise other CEDIL Secretariat staff on appropriate professional development activities.

Generic duties and responsibilities of all LSHTM employees

This job description reflects the present requirements of the post but may be altered at any time in the future as duties and responsibilities change and/or develop providing there is full consultation with the post-holder.

The post-holder will carry out any other duties, tasks or responsibilities as reasonably requested by the line manager, Dean of Faculty, Head of Department or Director of Professional Service.

The post holder will be responsible and accountable for ensuring all School policies, procedures, Regulations and employment legislative requirements are adhered to including equality and diversity and health and safety.

This job description is not a definitive or exhaustive list of responsibilities but identifies the key responsibilities and tasks of the post holder. The specific objectives of the post holder will be subject to review as part of the individual performance review (appraisal) process.



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.

Job Title: Research Fellow - CEDIL
Department/Division: SEHR, although based in LIDC

Competency	Evidence	E/D
Education, Qualifications and Training	<ul style="list-style-type: none"> A higher degree or equivalent in evaluation or a relevant discipline 	E
	<ul style="list-style-type: none"> PhD in evaluation or a relevant discipline 	D
Experience	<ul style="list-style-type: none"> Experience in qualitative and quantitative research including evaluative research, and relevant research experience 	E
	<ul style="list-style-type: none"> Experience in post-graduate teaching 	E
	<ul style="list-style-type: none"> Experience in using social media to promote policy uptake of research findings 	D
Knowledge	<ul style="list-style-type: none"> Ability to prepare data collection and data analysis tools, and to use and maintain systems and procedures to ensure the integrity of research data 	E
	<ul style="list-style-type: none"> Ability to write clearly and concisely with a track record of authoring papers published in high impact peer reviewed academic journals 	E
	<ul style="list-style-type: none"> An understanding of process, trial and realist evaluation methods 	D

Personal Qualities	<ul style="list-style-type: none"> Ability to work independently, as well as collaboratively as part of a research team including experience of supervising and supporting non-academic and/ or junior research staff and proven ability to meet research deadlines 	E
	<ul style="list-style-type: none"> Excellent interpersonal skills, including the ability to communicate effectively both orally and in writing 	E

E-Essential: Requirement without which the job could not be done

D-Desirable: Requirements that would enable the candidate to perform the job well

SALARY AND CONDITIONS OF APPOINTMENT

It is available on a full time, fixed term basis commencing as soon as possible until 31 January 2021. The salary will be on the LSHTM Academic Pathway Research Fellow scale, in the range £37,889 to £43,028 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.

ASYLUM AND IMMIGRATION STATEMENT

The School will comply with the Immigration, Asylum and Nationality Act 2006, 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 bring their passport (and visa if applicable) to interview so that it can be copied and verified.

Applications from candidates who require sponsorship to work in the UK will be considered alongside other applications. Applicants who do not currently have the right to work in the UK will have to satisfy UK Visas & Immigration regulations before they can be appointed.

Further information about Certificate of Sponsorship and eligibility to work in the UK, can be found at: www.ukba.homeoffice.gov.uk/employers/points

Date compiled: April 2017