

DEPUTY DIRECTOR – CENTRE OF EXCELLENCE FOR DEVELOPMENT IMPACT AND LEARNING (CEDIL)

LONDON
SCHOOL of
HYGIENE
& TROPICAL
MEDICINE



Job Title:	Deputy Director - CEDIL
Department:	Social and Environmental Health Research (based in the London International Development Centre)
Faculty:	Public Health and Policy
Location:	LIDC, London
FTE:	Full time – 35 hours
Grade:	Associate Professor Grade 8
Accountable to:	Director of the Centre for Evaluation at LSHTM
Job Summary:	To support the work and profile of the Centre of Excellence for Development Impact and Learning (CEDIL) through leading on the production and management of relevant research of the highest quality.

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.

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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.

Background

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 (one of whom is the Deputy Director) and a coordinator. The secretariat will be located in LIDC.

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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).

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JOB DESCRIPTION

Overall Purpose of the job

The Deputy Director will play a key role in shaping CEDIL's strategic vision, help shape the direction of CEDIL's cutting edge research agenda, take part in innovative methods research, and be the day-to-day manager of the CEDIL Secretariat and activities undertaken by members of CEDIL's intellectual leadership team. All other staff in the CEDIL Research Directorate, other than the Research Director, will report to the Deputy Director. The Deputy Director is also responsible for the delivery of the substantive tasks undertaken within the Research Directorate, which includes the preparation of synthesizing papers being produced and evidence being generated by CEDIL, and programmes of work for CEDIL studies.

In later years, the Deputy Director will be proactively involved in developing and implementing CEDIL's business model. The Deputy will engage in identifying and negotiating income-generating opportunities for CEDIL.

Main Activities and Responsibilities

RESEARCH ACTIVITIES

1. Lead on the development of CEDIL Programmes of Work, proposing the key methods to be tested, and in which context, in CEDIL-funded studies.
2. Lead on selected research activities being undertaken by the CEDIL Secretariat, such as synthesis papers, and provide substantive inputs on other CEDIL research projects.
3. Co-authoring papers as CEDIL working papers and, subsequently, in peer reviewed journals.
4. Ensure the quality of CEDIL publications by overseeing the editorial process for CEDIL papers, including providing substantive comments on selected products.

PROJECT COORDINATION

1. Oversee the production and quality assurance of all products produced by the CEDIL Research Team, including oversee monitoring system for timely deliver, coordinate peer review inputs, and help manage allocation of CEDIL resources across products.
2. Oversee the work of the CEDIL Coordinator and Contract Manager in ensuring sub-contracts are in place, payments made in a timely manner, and 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 CONTRIBUTION

1. To demonstrate good internal citizenship by undertaking PDRs and promoting staff development, and by participating in the recruitment, mentoring and support of more junior colleagues as appropriate;

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2. Engaging with relevant activities undertaken by consortium members

EXTERNAL CONTRIBUTION AND INSTITUTIONAL DEVELOPMENT

1. To demonstrate good external citizenship by linking with and supporting appropriate external organisations;
2. To promote knowledge translation and enterprise by exploiting academic knowledge beyond academia, including overseeing production of specific knowledge translation products.
3. Oversee maintenance 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.

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.

The post holder is expected to:

1. Act at all times in CEDIL, LIDC, and the School's best interests;
2. Treat CEDIL, LIDC and School staff, students and visitors with courtesy and respect at all times;
3. Comply fully with CEDIL, LIDC and School policies, procedures and administrative processes relevant to the role, 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 CEDIL and, where appropriate, consortium members, LIDC and LSHTM, 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.

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Academic Expectations: Deputy Director, CEDIL

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.

Knowledge generation: *Excellent academic research, effective support to research degree students and effective research leadership and management*

Research and scholarship

- Lead and collaborate on methodological research for evaluation and evidence synthesis in development leading to publications as CEDIL working papers and in high impact journals
- Develop and manage a research grant portfolio from good¹ research funders (PI, co-PI or leadership within a large proposal such as work-package lead) that is consistent with the requirements for financial sustainability
- Identify and engage in collaborations with other research teams/institutions/industry
- Contributions, including as lead, to peer-reviewed outputs, with significant contributions to at least four outputs within each 3 year period that are at least internationally excellent^{2 3}
- At least one oral presentation at international conference and one invited seminar or other talk per year over 3 year rolling average

Research management, leadership and support

- Leading and managing research undertaken within the Research Directorate
- Support to career development of Research Directorate staff (e.g. named as mentor on fellowship application)

Professional development referenced to RDF

- Undertake professional development activities such as advanced methods training, methods/conceptual development workshops, research degree examiner training/observation, and training in management and presentational skills.

Education: *Delivering and developing high-quality research-informed education*

Teaching and assessment

- High quality research-informed teaching, supervision and assessment, demonstrating adaptability to different needs and contexts; participation in quality assurance and quality enhancement processes, course committees and examination boards

Internal contribution: *Contributions to School functioning and development*

¹ Good research funders are: Research Councils; Government Departments; NIHR; National and overseas charities recognised by HEFCE for QR; Overseas research councils or equivalent including NIH; EU; other agencies (eg NGOs, philanthropy, commercial companies) supporting commissioned research that is consistent with School's mission and meets School's cost recovery targets

² i.e. of a quality that would be rated highly in assessments of research quality such as those done by UK government, and in peer review processes used by funders

³ Where publications are co-authored with other School staff, the volume should be such that each person has at least 4 distinct outputs

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Internal citizenship

- Contributing as mentor (both within formal scheme and informally) to help develop and motivate colleagues
- Ongoing contributions to CEDIL/LIDC/School interview panels and committees; organising events (eg related to education, research, capacity strengthening, research uptake); supporting broader education and research degree processes;
- Participate in other relevant activities such as the LIDC/3ie seminar series and the activities of the LSHTM Centre for Evaluation
- Become an active member of the LSHTM Centre for Evaluation, and work alongside the Director to contribute to strengthening evaluation research at LSHTM and across LIDC, including supporting methodological innovation, developing external partnerships and fostering a conducive environment for evaluation research

External contribution: Broad engagement in activities beyond the School

External citizenship

- Invited research and/or educational contributions to peer review bodies/roles, DSMBs, journal leadership, participation in professional organisations, learned societies, government and or parliamentary (eg APPG) committees, national/international meetings/working groups etc

Knowledge translation and enterprise

- Supporting knowledge translation work from CEDIL evaluation studies and evidence synthesis
- Exploiting research-based knowledge beyond academia, e.g. through IP exploitation, consultancies
- Participating in and developing external networks for CEDIL, LIDC and the School's benefit, such as identifying sources of funding, contributing to student recruitment, securing student placements, marketing the institution, facilitating outreach work, or building relationships for future activities
- Documenting impact of research and helping prepare impact case studies
- Supporting public engagement including MOOCs/OERs or other educational outreach.

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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:

Deputy Director
<ul style="list-style-type: none">• Doctoral degree in a relevant discipline• Ability to work well in international multi-site teams; excellent communication skills; and an ability to interact and work in a multicultural environment• Record of high-quality research based publications in peer-reviewed journals• Evidence of communicating findings both for academic and policy audiences• Experience in leading and managing research teams• Previous success in attracting competitive research grants• Experience of collaboration in multidisciplinary research

DESIRABLE:

Deputy Director
<ul style="list-style-type: none">• Experience in conducting large impact evaluations• Experience in conducting a broader range of development evaluations (e.g. process evaluations)• Experience in conducting rigorous evidence synthesis• Experience in conducting field work in low- and middle-income countries

Essential: Requirement without which the job could not be done

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

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SALARY AND CONDITIONS OF APPOINTMENT

This post is available full time and is funded to the end of January 2021. Salary will be on the LSHTM Academic Pathway Associate Professor Grade 8 scale (£53,477 to £61,380 per annum, inclusive). 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