

RESEARCH ASSISTANT



Job Title:	Research Assistant in Knowledge Management for Newborn Care Implementation
Department:	Infectious Disease Epidemiology & International Health
Faculty:	Epidemiology and Population Health
Location:	Keppel Street, London or Nairobi, Kenya
FTE:	Between 0.8 and 1 FTE
Grade:	G5
Accountable to:	Head of Department through Principal Investigator (PI) Joy Lawn
Job Summary:	This post will co-lead content development and knowledge management activities for the Newborn Toolkit (newborntoolkit.org). The post will continue to develop the multilingual communities of practice (French, Portuguese) and expanding the learning network for Small and Sick Newborn Care implementation in Africa and globally.

General Information

The London School of Hygiene & Tropical Medicine (LSHTM) is one of the world's leading public health universities.

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.

Staff and students are committed to helping create a more healthy, sustainable and equitable world for everyone, because we believe our shared future depends on our shared health.

We embrace and value the diversity of our staff and student population and seek to promote equity, diversity and inclusion as essential elements to improve health worldwide. We believe that when people feel respected and included, they can be more creative, successful, and happier at work. While we have more work to do, we are committed to building an inclusive workplace, a community that everyone feels a part of, which is safe, respectful, supportive and enables all to reach their full potential.

To find out more please visit our [Introducing LSHTM page](#).

Our Values

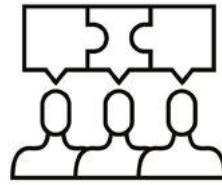
Our values establish how we aspire to achieve our mission both now and in the future - demonstrating what it means to work and study at LSHTM. Please visit our [LSHTM Values page](#) for further information.



**Act with
integrity**



**Embrace
difference**



**Work
together**



**Create
impact**

Faculty Information

The Faculty of Epidemiology & Population Health (EPH) houses a large group of epidemiologists, demographers, statisticians and nutritionists working on major issues of importance to public health provision in the UK and globally. EPH employs approximately 560 people in five research departments.

- Department of Infectious Disease Epidemiology & Dynamics
- Department of Infectious Disease Epidemiology & International Health
- Department of Medical Statistics, which includes the Clinical Trials Unit
- Department of Non-communicable Disease Epidemiology
- Department of Population Health

The Faculty has a postgraduate teaching programme including eleven intensive MSc courses: Epidemiology, Demography and Health, Medical Statistics, Health Data Science, Public Health for Development (jointly with Faculties of Infectious & Tropical Diseases and Public Health & Policy), Nutrition for Global Health, Global Mental Health (jointly with Kings College London, Institute of Psychiatry), Reproductive & Sexual Health Research, Sexual & Reproductive Health Policy and Practice (online), Veterinary Epidemiology (run jointly with the Royal Veterinary College) and Climate Change and Planetary Health. There are also two Distance Learning MSc courses: Epidemiology and Clinical Trials. The Faculty also has approximately 220 research students studying for an MPhil, PhD or DrPH degree.

The Dean of Faculty is Professor Elizabeth Allen.

THE DEPARTMENT

The Department of Infectious Disease Epidemiology and International Health conducts research on the epidemiology and control of infectious diseases, and other topics relevant for global public health. Work is carried out in low-, middle- and high-income countries, including in the United Kingdom, in close collaboration with country partners and global stakeholders.

The Department has research groups working on maternal, perinatal and child health; adolescent health; infectious diseases including HIV, tuberculosis, malaria and Neglected Tropical Diseases; vaccines; and humanitarian crises. Most staff have a disciplinary training in epidemiology or medical statistics, and a background in one or more of biology, medicine, mathematics, or social science.

The Department works closely with the Department of Infectious Disease Epidemiology & Dynamics.

The Department Heads are Professor Oona Campbell and Professor Sian Floyd.

THE PROGRAMME

NEST360 (Newborn Essential Solutions and Technologies) Alliance is a 23-partner collaboration in five African countries (Malawi, Kenya, Tanzania, Ethiopia and Nigeria) to innovate, implement and evaluate a package to improve hospital care for small and sick newborns in Africa. LSHTM leads the complex evaluation with implementation research and an economic assessment. NEST360 is funded by five private foundations from 2019 – 2029 and the prime grant holder is RICE 360°. The PI at LSHTM is Prof. Joy Lawn.

THE NEWBORN TOOLKIT

LSHTM also lead the development and management of the NEST360 | UNICEF Implementation Toolkit for Small and Sick Newborn Care (Newborn Toolkit, 'The Toolkit'), a website resource hub for country-led small and sick newborn care implementation and associated global communities of practice. The Toolkit brings together tools, readings, and learnings to provide a one-stop site for implementers to learn, act, and share in order to improve neonatal health outcomes by facilitating access to relevant and context appropriate information in Low- and Middle-Income Countries (LMICs). Information in support of WHO norms and standards are systematically organised to enable implementation and reach every newborn. The Toolkit is an open-access, online resource hub and is intended as a global good hosted on a neutral domain, <https://newborntoolkit.org>.

The Implementation Toolkit for Small & Sick Newborn Care is facilitated by NEST360 and UNICEF, with contributions from >300 implementers around the world and steered by an Expert Advisory Team including representatives from WHO, Save the Children, AlignMNH and the Bill & Melinda Gates Foundation.

The Newborn Toolkit is designed with and for those involved in Small and Sick Newborn Care from all around the world, including:

- Parents and parent groups;
- Health workers, such as doctors, nurses, neonatologists and other relevant clinicians;
- Biomedical engineers, technicians and innovators;

- Policymakers and programme managers at sub-national, national and international level;
- International agencies and NGOs;
- Academics and educators; and
- Funding institutions and donors.

We are intentionally working to close language barriers, with resources available in 15 different languages. The Newborn Toolkit is currently accessible in two languages – English and French. Our ambition is to make The Newborn Toolkit available in other languages as we grow and develop further.

The portfolio of duties outlined below will vary in accordance with the academic expectations of the role, 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 as directed by your line manager, including contributing to drafting grant proposals and peer-reviewed and other outputs, and evaluating teaching practice;
2. To support the administration of projects linked to your employment, helping ensure compliance with good practice in relation to the conduct of research, the ethics policy, and other relevant LSHTM policies;
3. To lead on the development, delivery, and knowledge management synthesis of the Newborn Toolkit, including: writing, developing and sourcing technical content and ensuring content is up-to-date and aligned with the latest guidance and recommendations;
4. To engage in continuous review and updating tools and content hosted on the Newborn Toolkit, to ensure technical accuracy and relevance;
5. To manage multi-country topic-specific technical working groups; maximising its overall use and impact both within NEST360 and by external implementers; contributing to webinars and delivery of the Toolkit communication plan;
6. To lead on the capture, critical synthesis and dissemination of implementation learnings relevant to the Toolkit and/or NEST360 including through written peer-reviewed publication, partner and community activities;
7. To support wide dissemination of NEST360 global public goods, especially for data collection quality improvement tools, investment case and fragile contexts implementation add-on grant outputs.

Education

1. To participate in some aspects of LSHTM's Education Programme or educational outreach activities;
2. To contribute to MSc teaching, tutoring and including supporting students doing summer projects with the NEST360 team.

Internal Contribution

1. To undertake activities that support the Department, Faculty, MRC Unit or LSHTM;
2. To reflect LSHTM's EDI goals in your work and behaviour;
3. To participate in LSHTM's PDR process;
4. To play an active role in supporting activities in the MARCH Centre and the Maternal Newborn Health Group.

External Contribution

1. To demonstrate good external citizenship by supporting the external academic and practice communities;
2. Cultivate relationships with key strategic partners and cross-link with programme partners, UN agencies, government agencies, foundations and NGOs, the international research community and academics, clinicians and health workers, biomedical engineers and technicians, professional associations, media and others;
3. To support on communications and marketing activities for the Newborn Toolkit.
4. Promote the Newborn Toolkit at conferences, meetings and events.

Professional Development and Training

1. To keep up-to-date with the latest research / thinking in your academic field and with changes to pedagogic practice within LSHTM and more generally;
2. For lab-based disciplines: 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 LSHTM as appropriate to the role;
4. To maintain clinical awareness of developments and advancements in the field of neonatal care.

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 LSHTM 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 LSHTM's best interests;
2. Treat staff, students and visitors with courtesy and respect at all times;
3. Comply fully with LSHTM policies, procedures and administrative processes relevant to the role;

4. Uphold and support LSHTM's values (as set out in the LSHTM Strategy);
5. Act as ambassadors for LSHTM when hosting visitors or attending external events;

Academic Expectations

All academic roles have a statement of academic expectations attached to each level. Please ensure that these have been read and understood. For further information please refer to the [Academic Expectations page](#).

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.

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 relevant first degree in the field of public health, nursing, medicine or similar
2. Clinical qualification and/or experience of relevant programmatic experience in maternal, newborn and child health, ideally newborn health
3. Relevant analytical skills in evidence synthesis and evaluation for applied knowledge translation in small and sick newborn care, with the ability to present complex academic or scientific concepts and information for different audiences in a variety of formats and media, especially in written formats.
4. Evidence of good organisational skills, including effective time management.
5. Proven ability to work independently, as well as collaboratively, as part of a research team.
6. Evidence of excellent interpersonal skills, including the ability to communicate effectively both orally and in writing.
7. Experience working with international NGOs, international academics, policymakers and other relevant global partners and managing complex stakeholder networks and large, equitable partnerships in LMIC (and particularly African) contexts
8. Experience managing learning networks, or other large, knowledge-sharing networks.
9. Relevant skills in knowledge dissemination, including web editing software such as WordPress CMS, and email communication management tools.

Desirable Criteria

10. Some experience of teaching
11. A relevant postgraduate qualification in the field of public health or similar
12. Global newborn health experience in low- and middle- income countries
13. Experience in scientific writing, editing and referencing, working on papers or journal supplements, or relevant reports, with high level skill in data visualisations.
14. Written and oral communication skills in French (and/ or Spanish, Portuguese)
15. Proficiency in Adobe Illustrator, Adobe Photoshop and Adobe InDesign, videography and video-editing

Salary and Conditions of Appointment

The post is fixed term for 12 months and full time 1.0 FTE. The post is funded by the consortium of private foundations including Gates Foundation, the ELMA Foundation and the prime grant holder is Rice360. The post is available immediately. The salary will be on the LSHTM scale, Grade 5 in the range £ 39,984- £ 45,728 per annum pro rata (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 "Wellbeing Days". Membership of the Pension Scheme is available.

LSHTM operates a Hybrid Working Framework which, alongside agreed service requirements, enables teams to work more flexibly where the role allows - promoting wellbeing and a better work/life balance. Please note that roles based in London are required to work on-site a minimum of two days per week.

Application Process

Applications should be made on-line via our [jobs website](#). Applications should also include the names and email contacts of 2 referees who can be contacted immediately if appointed. Online applications will be accepted by the automated system until 10pm of the closing date. We regret that late applications cannot be accepted. Any queries regarding the application process may be addressed to jobs@lshtm.ac.uk.

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", "Yes" or "No" will not be considered acceptable and will not be scored.

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

LSHTM 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.

Applications from candidates who require sponsorship to work in the UK will be considered alongside other applications but due to the salary range for this role not meeting the UKVI requirements, only applicants under certain circumstances may qualify for sponsorship for this role. Please refer to the details on the Skilled Worker visa pages to check if you are able

to be paid below the [general threshold](#). Please indicate this in your application and proceed if you are able to meet the requirements.

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 Sponsorship and eligibility to work in the UK, can be found on the [government immigration rules page](#).

Date amended: January 2026