

# RESEARCH FELLOW



<b>Job Title:</b>	<b>Research Fellow (Teaching)</b>
<b>Department:</b>	Infectious Disease Epidemiology
<b>Faculty:</b>	Epidemiology & Population Health
<b>Location:</b>	Keppel Street
<b>FTE:</b>	1.0 (part time arrangements can be considered)
<b>Grade:</b>	G6
<b>Accountable to:</b>	Jimmy Whitworth
<b>Job Summary:</b>	We are seeking an enthusiastic Research Fellow to join a 1-year project to develop teaching programmes and materials on outbreaks and pathogens of epidemic potential at LSHTM and externally. The successful candidate will work closely with colleagues at LSHTM to identify existing courses both within and external to the School on outbreaks and humanitarian crises and to develop new courses that can be delivered face to face, by distance learning, short courses at LSHTM and elsewhere. He/she will be based within the Department of Infectious Disease Epidemiology at LSHTM working with Prof Jimmy Whitworth but will also work closely with scientists in the UK Public Health Rapid Support Team.

## 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 Centres, 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**

### **The Faculty of Epidemiology and Population Health**

The Faculty of Epidemiology & Population Health (EPH) houses a large group of epidemiologists, demographers, statisticians and nutritionists working on issues of major public health importance in the UK and globally. EPH has approximately 330 staff members organised into four research departments.

Department of Infectious Disease Epidemiology  
Department of Medical Statistics  
Department of Non-communicable Disease Epidemiology  
Department of Population Health

The Faculty has a teaching programme consisting of ten MSc courses: Epidemiology, Demography and Health, Medical Statistics, Public Health in Developing Countries (run jointly with the Faculties of Infectious & Tropical Diseases and Public Health & Policy), Nutrition for Global Health, Reproductive & Sexual Health Research, Veterinary Epidemiology (run jointly with the Royal Veterinary College), Global Mental Health (run jointly with Kings College London - Institute of Psychiatry) and the Distance Learning courses in Epidemiology and Clinical Trials. The Faculty also has approximately 149 research students studying for an MPhil, PhD or DrPH degree.

The Dean of Faculty is Professor John Edmunds.

### **The Department**

The Department of Infectious Disease Epidemiology conducts research on the epidemiology and control of infectious diseases of public health importance. It also conducts research on maternal and neonatal health. Work is carried out in low, middle and high income countries, including the United Kingdom. Research ranges from ecological studies of variations in disease frequency in different populations, through observational case-control and cohort studies to define risk factors for disease, to randomized controlled trials to test the impact of specific preventive and curative interventions.

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).

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## **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 work with colleagues to identify and evaluate existing courses on outbreaks and humanitarian crises;
6. To formulate plans for the development of new teaching material and programmes on outbreaks of infectious diseases;
7. To contribute up to 15% of their time to supporting the analysis of datasets from recent outbreaks of infectious diseases and drafting of manuscripts for publication;
8. To keep abreast of scientific literature relating to outbreaks and pathogens of epidemic potential;
9. To work independently, but with the support of others in the wider collaborative team.

#### **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;
3. To present work to School staff at Departmental seminars and other events, as requested;
4. Undertake other duties as may be required by the line manager.

#### **EXTERNAL CONTRIBUTION**

1. To demonstrate good external citizenship by contributing to learned society/conference events, journal and grant reviews etc;
2. To present work at external conferences and seminars as requested.

## 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.

## 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.*

[JAN 2017]

## **PERSON SPECIFICATION**

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

### **ESSENTIAL CRITERIA:**

1. A Master's degree in public health or a closely related discipline
2. Demonstrated interest in developing teaching materials and courses
3. A good understanding of the issues relating to the prevention, response and control of emerging infectious diseases
4. Demonstrated ability to work independently and as part of an interdisciplinary team
5. Proven ability to communicate effectively in English both verbally and written
6. Willingness to travel for short trips overseas

### **DESIRABLE CRITERIA**

1. A PhD degree in public health or related discipline
2. Experience of teaching or providing professional training
3. Experience of working with health decision-makers or other research users
4. Proficiency in the use of STATA for analysis of survey data
5. Experience of supervision of analyses and interpretation of data
6. Practical experience of managing research projects
7. Proven track record of publishing in peer reviewed journals
8. An ability to communicate effectively with people from a wide range of disciplines

## **SALARY AND CONDITIONS OF APPOINTMENT**

This post based in London is available immediately and funded until February 2019. The appointment will be made on LSHTM's Research Fellow scale Grade 6, £38,533 to £43,759 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 EPH-IDE-2018-03.

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 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.

This role does not meet the minimum requirements set by UK Visas and Immigration to enable sponsorship of migrant workers. Therefore we cannot progress applications from candidates who require sponsorship to work in the UK.

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

Date compiled: March 2017



## 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.

<p><b>Knowledge generation: Independent contributions and a clear trajectory towards excellence as an academic researcher</b></p> <p><i>Research and scholarship</i></p> <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> <p><i>Doctoral degree supervision</i></p> <ul style="list-style-type: none"><li>• For RFs with Doctorate, some contribution to doctoral degree supervision is encouraged (eg 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> <p><i>Research management, leadership and support</i></p> <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> <p><i>Professional development</i></p> <ul style="list-style-type: none"><li>• Courses and other professional development activities, referenced to RDF</li><li>• To register for and complete a doctoral degree (if not already acquired), if contract and funding source permit;</li></ul>
<p><b>Education: Basic competence in teaching and assessment</b></p> <p><i>Teaching and assessment</i></p> <ul style="list-style-type: none"><li>• Research-informed teaching and assessment contributions (e.g. contributions to modules, MSc project supervision)</li></ul> <p><i>Educational development and innovation</i></p> <ul style="list-style-type: none"><li>• Contributing to the development of new educational materials, learning opportunities or assessments approaches</li></ul> <p><i>Education leadership and management</i></p> <ul style="list-style-type: none"><li>• None expected</li></ul> <p><i>Professional development</i></p> <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>
<p><b>Internal contribution: Contributions to School functioning and development</b></p> <p><i>Internal citizenship</i></p> <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> <p><i>School leadership and management roles</i></p> <ul style="list-style-type: none"><li>• None expected</li></ul>

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

**External contribution: Contribution beyond the School**

*External citizenship*

- Contributing to learned society/conference events, journal and grant reviews etc

*Knowledge translation and enterprise: not expected but options include:*

- Collecting evidence of research impact for impact case studies (e.g. policy records, correspondence with policy makers, media highlights)
- Engaging with policy/practice/industry/NGO communities and the general public
- Supporting MOOCs/OERs or other (e.g. educational) outreach