



Job Title: Research Assistant

Grade: 6

Salary: £31,396 to £36,024 per annum (pro rata if part-time)

Department: Leicester Diabetes Research Centre

Hours/Contract: Full-time, or job share considered, fixed term contract for 24 months

Job Family: Teaching and Research

Reference: 10385

Role Purpose

The National Institute for Health and Care Research (NIHR) Leicester Biomedical Research Centre is seeking to recruit an experienced, highly skilled, and motivated researcher in health and social sciences to join an ongoing programme of work led by Dr. Natalie Darko and the BRC Inclusion Platform team. The ideal candidate will be passionate about promoting and supporting equity, equality, diversity, and inclusion (EDI) in research. This role involves leading and supporting research projects aligned with our comprehensive 5-year EDI/Research Inclusion strategy, which includes developing and driving initiatives that foster an inclusive research environment, including the creation and implementation of programs and activities that promote EDI and research inclusion across all research activities. Tracking and reporting progress against strategic objectives is a key responsibility, which involves maintaining detailed equality monitoring records, preparing regular progress reports, and presenting findings.

In addition to these responsibilities, the candidate will be expected to collect and analyze equality monitoring data using both qualitative and quantitative research methods to assess the effectiveness of our EDI/Research Inclusion initiatives and identify areas for improvement. You will work with the BRC Theme Leads and researchers to provide expert advice and guidance on EDI in research, income generation, knowledge mobilization, and dissemination. The role also requires close collaboration with other Research Infrastructures, such as the NIHR Clinical Research Facility (CRF), to ensure a coordinated approach.

Conducting surveys and in-depth interviews, analyzing collected data, and contributing to the drafting of academic publications are fundamental aspects of this role. The successful candidate will also be responsible for supporting the development of training materials that promote equitable access to research opportunities and engaging in broader health equity projects related to the BRC research agenda. The role involves supporting the design of innovative solutions to complex inclusion issues within research, offering expert guidance to researchers and stakeholders, and building a shared and inclusive research culture within the organization.

Patient and Public Involvement and Engagement (PPIE) is a vital part of our inclusive research. The candidate will work alongside the PPIE team to support the delivery of expert knowledge on training and developing EDI monitoring tools, as well as conducting research within this field to ensure inclusive public involvement. This role offers a unique opportunity to influence the future of health research by promoting inclusive practices and ensuring that all voices are heard and valued.

Main Duties and Responsibilities





Research

- To support EDI/Research inclusion academic outputs, including paper writing and data analysis as required.
- To conduct surveys and in-depth interviews using qualitative and quantitative research methods and contribute to drafting academic publications within the field on EDI/Research Inclusion and wider health equity.
- To collaborate with the PPIE team, support the delivery of expert knowledge on training, and develop EDI monitoring tools to ensure comprehensive and inclusive community involvement.
- To support the development of training materials that promote inclusive access to research and engage in health equity projects related to the broader BRC research agenda.
- To contribute to the development or choice of techniques, critiques, approaches, models and research methods.
- To summarise findings, record, and disseminate where appropriate to members of the research group
- To contribute to research outputs such as co-authored journal articles/technical papers/book chapters relating to the work
- To carry out literature searches within pre-specified parameters.
- To assist in supporting research students in the use of specific methods or approaches under the direction of their line manager.

Professional Development:

- To engage in continuous professional development, for example through participation in relevant research staff development programmes.

Impact and Knowledge Exchange:

- To track and report progress against the BRC and CRF EDI/Research Inclusion strategy objectives and actions, specifically to collect and analyse equality monitoring data, keeping it up to date and supporting reporting requirements.
- To provide expert advice and guidance on EDI in research, income generation, knowledge mobilization, and dissemination across the BRC, to BRC theme leads, researchers and wider stakeholders.

Leadership and Citizenship:

- To attend Inclusion platform and BRC meetings and to participate in other committees and research groups within the BRC, College, and the University to which appointed or elected.
- To coordinate other aspects of the strategy and inclusion programme delivery as required by the Director of Inclusion and within reasonable expectation of the post.





Internal and External Relationships

You will be situated at the Leicester General Hospital within the team at the Leicester NIHR Biomedical Research Centre, primarily working with the researchers and support staff contributing to delivery of the strategy and research projects. This will include researchers based at the BRC, other departments of the University of Leicester and other institutions across the UK. You will work most closely with the Director of Inclusion and other members of the BRC Inclusion Platform team, theme leaders and wider BRC. You will also have contact with the research participants, PPIE members, particularly in supporting inclusive research practice.

You will be expected to attend regular meetings and/or be available to provide support to research staff working on this and similar research projects. You will also be expected to attend conferences and other networking activities to further the profile/exposure of the research and the research areas of inclusive research and health equity.

Planning and Organising

With guidance from the Principal Investigator, or equivalent, plan own work and prioritise research and project activities on a regular basis, including co-ordinating resources.

- The post-holder will be required to effectively manage their time to deliver on the priorities of the research programme with the support of their line manager.

Qualifications, Knowledge and Experience

Essential

- First degree in a relevant discipline (2:1 or higher)*
- Good research experience and skills in supporting data collection and data analysis*
- Good experience in project management
- Experience of qualitative and quantitative research
- Experience of collaboration*
- Evidence of leading and contributing to academic publications*

Desirable

- MSc in a relevant discipline, (health and social sciences research) *
- PhD in a relevant discipline
- Experience of using data analysis tools (i.e. NVivo, SPSS, STATA, R)
- Experience of working on funded programmes of work, particularly those undertaken within health research, inclusion, and with underserved groups.

Skills, Abilities and Competencies

Essential

- Ability to demonstrate research potential and enthusiasm for the subject area and contribute to delivering high quality research *
- Excellent analytical and problem solving skills *
- Evidence of continued personal development of subject expertise *





- Team player, support broader research group
- Excellent communication skills – written and verbal*
- Ability to prioritise tasks within agreed work schedules*
- Commitment to continuous professional development (CPD)
- Willingness to participate in workshops and conferences to support the dissemination of results and findings
- Ability to manage and coordinate projects
- Ability to work with data*
- Excellent IT skills
- Excellent organisational skills*
- Highly motivated*
- Willingness to undertake necessary travel*

Desirable

- Demonstrable success in producing articles for publication*
- Willingness to develop new and existing skills.
- Ability to support development of EDI/Research Inclusion training materials and conduct training sessions.

****Criteria to be used in shortlisting candidates for interview***

Reason for Fixed Term Contract

The reason for the fixed term contract is stated in section 1.9 in the summary of contractual terms in your contract of employment.

Criminal Declaration

If you become an employee, you must inform your manager immediately, in writing, if you are the subject of any current or future police investigations/legal proceedings, which could result in a criminal offence, conviction, caution, bind-over or charges, or warnings.

Supporting University Activities

As a University of Leicester citizen, you are expected to support key university activities such as clearing, graduation ceremonies, student registration and recruitment open days. We expect all staff as citizens to work flexibly across the University if required.

University Values





Inclusive - We are diverse in our makeup and united in ambition. Our diversity is our strength and makes our community stronger.

Inspiring - We are passionate about inspiring individuals to succeed and realise their ambitions. We challenge our community to think differently, to get involved, and to constantly embrace new ideas.

Impactful - As Citizens of Change we will generate new ideas which deliver impact and empower our community

Equity and Diversity

We believe that equity, diversity and inclusion is integral to a successful modern workplace. By developing and implementing policies and systems that challenge stereotypes across all aspects of our work, we have a culture that recognises and values the diverse contributions of our staff which benefits everyone. Our strong values of inclusivity and equity support our efforts to attract a diverse range of high quality staff and students, and identify our University as a progressive and innovative workplace that mainstreams equity, diversity and inclusion.

