



Job Title: Research Assistant

Grade: 6

Salary: £33,002 to £37,694 per annum pro rata

Department: Global, Lifestyle and Metabolic Health

Hours/Contract: Part time (0.2 FTE) fixed term contract for 12 months

Job Family: Teaching and Research

Reference: 13152

Role Purpose

We are looking for a talented, motivated individual to join the team at the Diabetes Research Centre (University of Leicester).

Sitting as part of the Leicester Lifestyle and Health Research Group and NIHR Leicester Biomedical Research Centre (BRC) Lifestyle Theme, the post holder will contribute to a portfolio of research in the area diabetes, pregnancy and antenatal care, as part of the research group of Professor Claire Meek. This position will involve working closely within a multidisciplinary team to conduct a new precision medicine project in women with type 1 and early onset type 2 diabetes in pregnancy (the Domino study). This project will identify new methods of predicting suboptimal perinatal outcomes in type 1 and type 2 diabetes pregnancy, harnessing benefits for affected mothers and babies. The post-holder will have background expertise relevant to the topic area (e.g. experience in maternity and/or women's health research), along with the ability and willingness to explore new areas and synthesise relevant evidence that arise from this research project.

They will contribute to the study by screening and recruiting participants, conducting study visits and follow up appointments, maintaining accurate data entry and ensuring all study documentation and regulatory paperwork are completed in line with protocol requirements. They will also contribute to the dissemination of research findings to academic and public audiences, and applications for further funding.

This will include working closely with senior researchers and other team members to support all aspects of the research process, including funding applications, protocol development, project management, data collection, analysis, and the preparation and submission of publications and other research outputs, to further the aims of the research programme, the NIHR Leicester BRC, and the Diabetes Research Centre as a whole.

Main Duties and Responsibilities

Research

- Support the delivery of the Domino research study. This may include (but is not limited to) assisting with the day-to-day delivery of the research visits, recruitment of participants, supporting data collection/entry, quality assurance processes and troubleshooting and resolving any issues that arise as part of this study.
- Assist with data analysis and the preparation of research outputs, including journal articles, conference abstracts and presentations. There may be opportunities to do this as lead author/presenter, and this may include attendance and presentation at national/international conferences if the opportunity arises.
- Support the preparation and submission of study proposals and grant funding applications.





- Contribute to the development or choice of techniques, critiques, approaches, models and research methods.
- Carry out administrative duties related to specific projects and the overall research portfolio, as required by the study teams.
- Assist and provide advice/support to other staff and students within own area of expertise.

Professional Development

- Undertake appropriate training and personal development activities to develop research skills relevant to the studies being undertaken by the research group; this may include attendance of internal and external training courses if the opportunity arises.
- Engage in continuous professional development, for example through participation in relevant staff development programmes.

Impact and Knowledge Exchange

- Participate in workshops and conferences to support the dissemination of research findings.

Leadership and Citizenship

- Contribute to the overall department by attending meetings and seminars as appropriate.
- Undertake other departmental roles as may be reasonably required by the lead researchers
- Contribute to the overall success of the research programme.

Teaching

- Whilst primarily a research role, the post holder may on occasion be asked to assist with the development and/or delivery of lectures, seminars, tutorials and other classes or public presentations within their areas of expertise, in support of teaching or other education activities delivered by the Diabetes Research Centre (e.g., UoL Diabetes MSc, healthcare professional training, public education sessions etc.), as reasonably required by lead researchers or education leads.

Other

- Ensure compliance with health and safety requirements in all aspects of work.

Internal and External Relationships

The post holder will be situated at the Leicester Diabetes Centre, located at Leicester General Hospital. They will sit within the Lifestyle Theme of the NIHR Leicester BRC as part of the wider Leicester Lifestyle and Health Research Group.

Within the role, the appointee will be expected to communicate and liaise with colleagues and collaborators involved in the projects that the team is undertaking on a regular basis, to review and plan research activities. This will include working closely with all of the teams within the Leicester Diabetes Centre, the research themes within the NIHR Leicester BRC, and will involve working with groups across the University of Leicester, University Hospitals of Leicester NHS Trust, and with other local, national and international collaborative organisations as appropriate.

The Diabetes Research Centre and NIHR Leicester BRC host bespoke clinical research facilities with capacity for detailed clinical, anthropometric, physiological and cardiometabolic testing, as well as a state-of-the art exercise testing and training laboratory, in-person and remote consultation areas, and





analytical biochemistry laboratories. The post holder will work closely with the clinical staff, research scientists, laboratory technicians and other support staff to support studies utilising these facilities. The appointee will also work directly with NHS patients participating in the trial.

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 organising resources and co-ordinating with other individuals and teams within the Diabetes Research Centre, as well as external collaborators, to design and implement collective workplans to meet project timelines and other deadlines.
- 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.
- Attend suitable training courses or equivalent and be proactive in terms of continued professional development.

Qualifications, Knowledge and Experience

Essential

- MSc or equivalent expertise in a relevant discipline (for example, but not limited to, maternity or women's health research)*
- An understanding of, or experience in, conducting research with clinical populations, particularly those with or at risk of chronic metabolic disease. (This may have been acquired either in paid employment or as a student)*
- An understanding of, or experience in, public health research.
- An understanding of, or experience in, the process of publishing academic journal articles
- An understanding of, or experience in, processing physical activity data
- Proficient in Microsoft Office or equivalent software, including word processing, spreadsheets, and presentations*
- Experience of collaboration or team working

Desirable

- PhD or equivalent expertise in a relevant discipline (for example, but not limited to, digital health, health sciences, lifestyle sciences)
- Experience of supporting experimental/translational research programmes and/or project management
- Experience of working clinically or in a research setting with women who have or are at high risk of diabetes during pregnancy
- Evidence of involvement in high-quality research publications
- Evidence of involvement in preparing/submitting grant funding applications
- Evidence of involvement in preparing/submitting regulatory approvals required to conduct clinical research within the NHS





Skills, Abilities and Competencies

Essential

- Good interpersonal skills and ability to work as part of a team*
- Good written* and oral communication skills
- Excellent IT skills
- Excellent organisational skills
- Ability to analyse and interpret data (using statistical software)
- Ability to prioritise workload in order to meet deadlines*
- Ability to support the management and coordination of research projects
- Highly motivated*
- Interest in developing a career in research
- Willingness to undertake necessary training and personal development*
- Willingness to undertake necessary travel*

Desirable

- Well-developed understanding of Health and Safety regulations and procedures, particularly around clinical research
- Demonstrable success in producing research outputs for publication
- Willingness to foster new collaborations

****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 (DO NOT DELETE) and Disclosure and Barring Service (DBS). (DELETE IF NOT REQUIRED)

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.

This post is exempt from the Rehabilitation of Offenders Act 1974 because the appointee will have substantial access to young people and/or vulnerable adults. Therefore, an appointment to this post will be subject to checking through the Disclosure and Barring Service (DBS). The successful applicant for this post will, therefore, be required to give consent for the University to check and obtain appropriate clearance with the DBS for the existence and content of any criminal record in the form of an enhanced Child and Adult Workforce Disclosure

Information received from the DBS and the police will be kept in strict confidence and will be destroyed once the University is satisfied in this regard.

NHS Research Governance

Where it is determined that the duties of this post for the purposes of research involve work with the NHS, it is necessary to ensure that the performance of the duties attached to the post are covered by





NHS research governance arrangements and the appointee must comply with all such arrangements, which may include occupational health clearance and DBS clearance.

Supporting University Activities

As a University of Leicester citizen, you are encouraged to support key university activities such as clearing, graduation ceremonies, student registration and recruitment open days. We encourage all staff as citizens to work flexibly across the University if required. If supporting these activities is likely to affect your workload, please speak to your line manager in the first instance

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

Freedom of Speech

The University is committed to upholding freedom of speech and academic freedom within the law throughout our recruitment processes. We ensure that all candidates are considered based on merit and suitability for the role, without regard to their lawful viewpoints or the expression of challenging or controversial ideas. Our recruitment policies and practices are designed to protect applicants from discrimination or adverse treatment on the basis of their opinions, and to foster an environment where open debate and diverse perspectives are valued as essential to our academic mission.

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 equality 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 equality, diversity and inclusion.

