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# JOB DESCRIPTION

**POST:** Health Services Research Fellow

**REF:** TBC

**DEPARTMENT:** Institute for Health and Care Improvement

**GRADE:** 8

**REPORTING TO:** Director, Institute for Health and Care Improvement

**SUPERVISORY RESPONSIBILITY:** None

# JOB PURPOSE:

To make a significant contribution to health-related research within the University by combining advanced clinical practice with research experience and expertise, and to lead on the production of high-quality impactful research in partnership with external organisations and stakeholders.

# DUTIES AND RESPONSIBILITIES:

## Conduct high-quality and impactful health research that would be internationally recognised (to internationally excellent and world-leading) in regard to its reach, originality, significance and rigour.

## Lead on the development of health-related research of others through supervision, mentorship, and collaboration with internal and external stakeholders and academic staff.

1. Lead, prepare and collaborate on funding bids to external bodies to support the growth and sustainability of health-related research across the university.
2. Enhance the University’s reputation for research and knowledge transfer through engagement with external activities, such as invited talks, and presentation at research at national and international conferences.

## Make a significant and meaningful contribution to the University’s growing research culture, knowledge exchange and impact agenda, including training of postgraduate researchers and early career researchers, and organisation and attendance of research events, seminars, keynote talks, and other flagship research events.

## Initiate and participate in continuing professional development activities to support and enhance personal professional standing and that of others.

## Make a good contribution to the University community through involvement in, and leadership of internal and external activities. Examples include administration and management activities; committee membership, mentoring, knowledge exchange and public engagement.

## Ensure compliance with, and take responsibility for, key areas of the University quality assurance mechanisms relating to research (e.g., research ethics, GDPR).

## Plus

* Any other duties as may reasonably be required.
* Ensure that the highest standards of professional performance are maintained.
* Demonstrate a personal commitment to equality, diversity and inclusion and ensure equal opportunities are integral to the work of the department.
* Ensure compliance with relevant legislation and statutory codes of practice, as advised.
* Participate in the arrangements for performance review.
* Ensure that professional skills are regularly updated through participation in training and development activities.
* Ensure all University policies are implemented within the remit of this post.

# HEALTH & SAFETY

Under the Health & Safety at Work Act 1974, whilst at work, members of staff must take reasonable care for their own health and safety and that of any other person who may be affected by their acts or omissions.

*This is not a comprehensive definition of the post. Postholders are expected to undertake any work that comes with the remit of the post’s main objective. This job description will be kept under review and may be changed at any time subject to consultation with the postholder.*

# PERSON SPECIFICATION

**POST TITLE:** Health Services Research Fellow

**SCHOOL / DEPARTMENT:** Institute for Health and Care Improvement

The Person Specification focuses on the knowledge, skills, experience and qualifications required to undertake the role effectively.

## Education & Training

|  |  |  |
| --- | --- | --- |
| **The postholder should be able to demonstrate:** | **Requirement is:** | **Assessed by:** |
| A good, relevant first or master’s degree | Essential | Application |
| PhD/doctorate | Essential | Application |
| Fellowship of the Higher Education Academy and evidence of working at Senior Fellowship level | Desirable\* | Application |
| [Meet or demonstrate a willingness to work towards the threshold standards of the JISC Higher Education Teacher profile](http://repository.jisc.ac.uk/6620/1/JiscProfile_HEteacher.pdf) | Desirable | Application / Interview |

\*The university would normally expect fellowship of the HEA plus evidence of working at higher level as appropriate to the seniority of the role. Applicants from outside Higher Education would need to demonstrate a willingness and ability to gain fellowship at the appropriate level.

## Knowledge & Experience

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| --- | --- | --- |
| **The postholder should be able to demonstrate:** | **Requirement is:** | **Assessed by:** |
| Recent and relevant research activity or professional practice, including a developing record of producing recognised outputs (e.g. publications, performances, presentations). | Essential | Application / Interview |
| Experience of meeting the needs of early career researchers and postgraduate students from a range of cultural, class and ethnic backgrounds. | Essential | Interview |
| Sufficient breadth and depth of subject knowledge and of current disciplinary methodologies to contribute to research programmes. | Essential | Application / Interview |
| Experience of participation and leadership of HEI processes (e.g. quality assurance, School or University committees, external body representation etc) at university level. | Essential | Application / Interview |

## Skills & Attributes

|  |  |  |
| --- | --- | --- |
| **The postholder should be able to demonstrate:** | **Requirement is:** | **Assessed by:** |
| Personal commitment to equality and an understanding of what this means in practice. | Essential | Interview |
| Ability to teach the subject discipline with a high level of knowledge and expertise acquired through personal research and/or professional practice. | Essential | Application / Interview / Teaching Assessment |
| Ability to teach and support early career researchers and postgraduate students and have experience of supervising postgraduate research students | Essential | Application / Interview |
| Ability to contribute to the research activity of the School and University through participation in independent and collaborative research projects | Essential | Application / Interview |
| Ability to generate income through external funding bids and collaborative activity | Essential | Application / Interview |
| Willingness to contribute to the School and University community through a range of internal and external  engagement activities (e.g. recruitment, open days) | Essential | Application / Interview |

## The Leading in York St John Framework

YSJ is my University, I choose to be here, and I show my commitment by contributing to its long-term success. This Framework is used in our Recruitment & Performance Development Reviews, please take these into consideration when making your application and in your role.

|  |  |
| --- | --- |
| **Self-Assured** | I take personal responsibility. If not me, then who? If not now, then when? |
| **Agile** | I am proactive, creative and responsive in testing solutions. I continuously adapt my Approach. |
| **Socially Aware** | I contribute my knowledge, skills and time to the broader University community. |
| **Tenacious** | I confidently and passionately contribute my ideas and support others to do the same. |
| **Open-Minded** | I communicate with empathy and positivity, without prejudice. |

## Special Features

Commitment to the University’s mission, values and vision.