

**It is important to note that this job description is a guide to the work you will initially be required to undertake. It may be changed from time to time to meet changing circumstances. It does not form part of your contract of employment.**

**Job description for the post of:**

## **Postdoctoral Research Assistant in Medical Statistics EHR0064-0620**

**Reporting to: Professor Dey, Professor of Public Health and Epidemiology**

**Accountable to: Professor Clare Austin, Associate Dean Research and Innovation**

### **About the University**

Edge Hill University is an ambitious forward thinking university with cutting edge facilities and a large, award-winning, strikingly picturesque campus, nestled between the vibrant cities of Liverpool and Manchester in the rolling Lancashire countryside.

The University aspires to combine research excellence with world-class student experience.

Edge Hill University is ranked Gold in the Teaching Excellence Framework (TEF), the government's evaluation of excellence in teaching quality, learning environment and student outcomes and is one of a select few universities to have held the coveted 'UK University of the Year' title, awarded by Times Higher Education (2014/2015).

Edge Hill University appears in the Times Higher's Global Ranking and recent successes include: a Global Teaching Excellence Sportlight Award (2018) from Advance HE in association with Times Higher Education; being ranked in the top 10 for teaching by the Times/Sunday Times Good University Guide 2017; top in the North West for student experience (Times Higher Education 2017), and top in the UK for student accommodation in the 2017 WhatUni Awards.

When Edge Hill was awarded University of the Year, the Times Higher Education described it as "a great success story.....an institution that improves and impresses year after year".

The award recognised Edge Hill University's outstanding achievements in student satisfaction, staff engagement, graduate employment and innovation, as well as its strengthening research profile, investment and growth. It also celebrated Edge Hill University's distinct role in "transforming lives" – reflecting a distinctive philosophy of creating opportunity from excellence.

Edge Hill University has also achieved Athena Swan bronze and European Commission 'HR Excellence in Research' Awards, which acknowledge an ambitious plan for research growth and exemplary research conduct and governance.

To find out more visit

<https://www.edgehill.ac.uk/health/>

## **About the Medical School**

The Faculty of Health, Social Care and Medicine (FHSCM) is made up of three schools: the School of Nursing, Midwifery & Allied Health (NMAH), the school of Applied Health & Social Care and Social Work (AHS&SW), and the Medical School.

The Medical School has longstanding postgraduate programmes, including MCh and MMed degrees and Masters programmes in Clinical Education and Medical Leadership and undergraduate programmes include MBChB (5 years), MBChB with Foundation Year (6 years) and a Physician Associate programme.

The new undergraduate medical curriculum with its focus on widening access to medicine (circa 50% of the year), interprofessional, team-based learning and a strong emphasis on community and primary care offers a new approach to undergraduate medical education designed to better equip doctors for the demands of 21st century health care and to meet the needs of the local NHS.

The Medical School is a vibrant and rapidly growing department with an evolving staff body, many of whom are clinically and/or research active. Developing its research profile is a key focus for the School.

## **The post**

The post holder will work on a day to day basis and report to Professor Paola Dey, Professor of Public Health and Medicine and Clinical Director of Assessment within EHUMS. Professor Dey is an epidemiologist with an interest in cancer, musculoskeletal conditions and stroke and the evaluation of public health and healthcare interventions.

The role of the postholder will be to support the analysis and interpretation of interview and assessment data using recognized psychometric methods for the EHUMS programmes and to support teaching in medical statistics and epidemiology across undergraduate and postgraduate programmes in the medical school. The post holder may also supervise and advise undergraduate and Master dissertations and advise PhD students on quantitative aspects of their work.

In addition, this postholder will contribute to supporting quantitative research in the faculty through providing statistical analysis and advice on data management of quantitative research data and advising on statistical aspects of bids for research funding; provide methodological and statistical advice to research degree and dissertation students undertaking health and social care related projects; support the delivery of teaching of research methods and statistics. The postholder will be encouraged to write up research for publication with support, disseminate research and contribute to writing of bids for internal and external funding.

The successful candidate will be expected to have a PhD in statistics, epidemiology or equivalent, a sound understanding of quantitative health research methods and experience in undertaking statistical analysis of health data or similar.

### **Duties and responsibilities**

The duties and responsibilities of this post are as follows. The post holder will be expected to carry out the following as and when required.

### **The post holder**

#### **Corporate Responsibilities**

The post holder will:

- a) Contribute to the fulfilment of Edge Hill University's Mission Statement and Strategic Plan by implementing agreed Edge Hill policy
- b) Undertake appropriate training and development as required.

#### **Specific duties and responsibilities**

The post holder will be expected to:

- a) Contribute to the interview and assessment processes and procedures within the medical school with particular reference to, but not exclusively to:  
  
Collation, analysis, interpretation and presentation of data from interviews and assessments from medical school programmes  
  
Support for the development of and standard setting of items for formative and summative assessments in areas of expertise
- b) Engage positively in supporting research activity in the broad area of health and social care research under the direction of the project lead/principal investigator.
- c) Support research staff in the Faculty through advising on and undertaking data statistical analysis of research data, as appropriate
- d) Provide statistical advice to dissertation students within the Medical school and research students across the Faculty
- e) Contribute to the delivery of teaching at undergraduate and taught postgraduate level within the Medical School.
- f) Assist in the supervision of third year undergraduate dissertation students and taught Masters within their area of research expertise within the Medical School.
- g) Publish research or medical education outputs in leading peer-reviewed journals with an international audience, as a lead author where appropriate.
- h) Effectively disseminate research findings at internal and external education and scientific meetings and conferences, making research accessible to lay and expert audiences.

- i) Engage with relevant academic and professional networks through active membership of societies, associations etc.
- j) Contribute to the development of effective applications for research funding from both research councils and other external sources in collaboration with the project lead/principal investigator and others.
- k) Ensure that their skills and technical competence are kept under review and enhanced where required to enable them to utilise specialist equipment and software used in the research projects.
- l) Contribute to relevant departmental and research group meetings.
- m) Abide by and promote adherence to the University's research governance framework
- n) Undertake additional duties, as required by the project lead/principal investigator or Head of Department.

**In addition to the above all Edge Hill University staff are required to:**

- a) Adhere to all Edge Hill's policies and procedures, including Equality and Diversity and Health and Safety
- b) Respect confidentiality: all confidential information should be kept in confidence and not released to unauthorised persons
- c) Undertake appropriate training and development as required
- d) Participate in Edge Hill's Performance Review and Development Scheme
- e) Adhere to Edge Hill University's environmental policy and guidelines and undertake tasks in a sustainable manner
- f) Demonstrate excellent Customer Care in dealing with all customers

**Hours:** Full Time, 37 Hours per Week

**Salary:** Grade 7, Points 27-30  
£30,942 – £33,797

It is expected that the post-holder will work flexibly according to the on-going demands of the job.

**Candidates should note that they will be shortlisted based on information provided on the application form with regard to the applicant's ability to meet the criteria outlined in the Person Specification form attached.**

## Postdoctoral Research Assistant in Medical Statistics EHR0064-0620

### CRITERIA

Applicants should be able to provide evidence of their ability to meet the following criteria.

| Criteria                        | Essential   | Desirable | *Method of assessment (I/A/T/P) |
|---------------------------------|---|-----------|---------------------------------|
| <b>Qualifications</b>           |   |           |                                 |
| 1.                              | PhD in statistics, epidemiology or related field, or working towards completing PhD   | *         | A                               |
| 2.                              | Royal Statistical Society Graduate or Chartered Statistician (GradStat or CStat) status or willing to make an application on appointment.   | *         | A/I                             |
| 3.                              | Teaching qualification or equivalent, or the willingness to undertake   | *         | A/I                             |
| <b>Experience and Knowledge</b> |   |           |                                 |
| 4.                              | Detailed understanding and knowledge of quantitative health research methods  | *         | A/I                             |
| 5.                              | Previous experience of undertaking statistics within the health, or related, field  | *         | A/I                             |
| 6.                              | Understanding of psychometric methods to analyse assessment data, or willingness to learn   | *         | A                               |
| 7.                              | Experience of working in the Higher Education sector  | *         | A/I                             |
| 8.                              | Experience of working in or with academic staff   | *         | A/I                             |
| 9.                              | Experience of providing statistical advice to students or researchers   | *         | A/I                             |
| 10.                             | Experience of teaching  | *         | A/I                             |
| <b>Abilities/Skills</b>         |   |           |                                 |
| 11.                             | Able to communicate summary and inferential statistics and statistical techniques effectively to a range of target audiences, verbally and in reports and publications (novice and expert researchers; undergraduate and postgraduate students; funding bodies) | *         | A/I/P                           |
| 12.                             | Skills in using a range of statistical software to analyse assessment and/or health data and/or willingness to learn  | *         | A/I                             |
| 13.                             | Able to work on own initiative, organising and prioritising work effectively to meet deadlines  | *         | A/I                             |
| 14.                             | Ability to operate flexibly and reliably, adapting to change as required  | *         | A/I                             |

|     |   |   |  |     |
|-----|---|---|--|-----|
| 15. | Able to develop and maintain effective working relationships at all levels                          | * |  | A/I |
| 16. | Able to work within ethical guidelines and maintain high levels of research integrity at all times. | * |  | A/I |

**\*Method of Assessment (I-Interview, A-Application, T-Test, P-Presentation)** Please note that applications will be assessed against the Person Specification using this criteria.