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**THE POST**

<b>College:</b>	<b>Life and Environmental Sciences</b> ( <a href="http://lifesciences.exeter.ac.uk/">http://lifesciences.exeter.ac.uk/</a> )
<b>Post:</b>	<b>Research Fellow – Medical Statistics</b>
<b>Reference No:</b>	<b>P43248</b>
<b>Grade:</b>	<b>F</b>
<b>Reporting To:</b>	<b>Professor Ed Watkins (Director of Wellcome Trust Mood Disorders Centre) and Professor Rod Taylor (Medical School)</b>

**Job Description****Summary of post:**

This exciting new three-year position in medical statistics is to be an integral part of the University's new Biomedical Informatics Hub team, funded by a recent Wellcome Trust Institutional Strategic Support Fund award ([www.exeter.ac.uk/biomedicalhub](http://www.exeter.ac.uk/biomedicalhub)). The Hub is providing expert informatics support to a range of emerging technologies, supporting multiple research areas and teams across the University and the Medical School. The medical statistics post will primarily support research and teaching activities in the area of the College of Life & Environmental Sciences, the Systems Biology theme and Medical School. The post-holder will provide statistical support and training to Exeter-based researchers involved in a range of high quality health services research with particular emphasis to the statistical analysis and design of trials for complex interventions within the Medical School and Mood Disorders Centre. The post-holder will benefit substantially from working alongside the highly skilled and multi-disciplinary Hub team (computational and mathematical/statistical modelling, bioinformatics, and image analysis) whilst being physically based and supported in the Medical Statistics group at the Medical School, As well as delivering statistical training to postgraduate students and academics, there will also be opportunity for the post-holder to work on their own Continuous Professional Development.

**Duties**

1. To manage personal contribution to collaborative research outputs, undertaking statistical data analyses on selected clinical trials and other study types where the post holder is name and/or charged to, working within specific research and academic parameters ensuring that budgets are tracked and managed appropriately.
2. To meet new and existing researchers and external collaborators of the University and the Medical School to discuss and plan their projects and to recommend, advise and specify the most suitable research, technology and methods to meet their aims and objectives.
3. To provide advice on the statistical analysis and design of collaborative research projects.
4. To work with colleagues within the University (in particular Mood Disorders and the Medical School) to identify grant and other income opportunities to include contributing to grant applications and tender bids. To act as a helpdesk for researchers with statistical projects who require support.
5. Provide statistics advice and participate in the development of innovative statistical approaches for health services research trials particularly for complex interventions. .
6. Contribute to original research in collaboration with colleagues, leading to peer review publications in journals.

7. Plan, design and teach defined statistical techniques to postgraduate students to ensure that these students are competent in using specialised techniques. Develop training and support materials for use on a dedicated website and initiate formal training courses.
8. Provide postgraduate teaching support to include; delivering workshops, tutorials and acting as a point of contact for microscopy. Develop and teach short practical-based courses on statistical topics for users.
9. Participate in internal and external committees and local statistics networks such as PenSTAT and ExIStA ([emps.exeter.ac.uk/research/mathematics/eisa/](https://emps.exeter.ac.uk/research/mathematics/eisa/)).
10. To cost, in line with University Regulations, consultancy work and complete this work to the required standard, ensuring that IPR and research outputs are exploited appropriately.
11. Manage the equipment area, which may include staffing, Health and Safety and sourcing and order approved capital equipment.

This job description summarises the main duties and accountabilities of the post and is not comprehensive: the post-holder may be required to undertake other duties of similar level and responsibility.

### **Person Specification**

Essential	Desirable
Postgraduate qualification in medical statistics or equivalent	Degree in any health related subject or demonstrable experience to an equivalent level of attainment.
A good understanding of common statistical methods used in medical research (e.g, survival and hierarchical analyses) and of the programming approaches needed to implement these techniques	Detailed understanding of advanced statistical analysis techniques relevant to complex interventions and/or health services research (e.g., Bayesian analysis, instrumental variables, multi-arm, multi-stage trials)
Experience in design and analysis of clinical trials or other study designs related to health (e.g, observational studies, interrupted time series, integrative mixed methods designs)	Previous experience working in health services/medical/epidemiological research, with a focus on complex interventions
Experience of contributing and collaborating with academic staff with regards to research papers which have resulted in publication	Experience of generating external research income as an applicant or co-applicant
Experience of teaching and/or supporting undergraduate/postgraduate students in methodology and/or statistics	Proven experience of generating new approaches to teaching
Good working knowledge and experience of R, STATA, SPSS, or S-PLUS	
Excellent project management and IT skills	Expertise in patient record data management and analysis Knowledge of Linux/Unix
Possess in-depth understanding of own specialism to enable the development of new knowledge and understanding within the field.	
Proven scientific data collection skills	

### **Informal Enquiries**

Before submitting an application you may wish to discuss the post further by contacting Professor Rod Taylor, e-mail [rod.taylor@pms.ac.uk](mailto:rod.taylor@pms.ac.uk) or telephone 07968 152537.

## **Additional Information Relating to the Post**

### **Salary**

Salary will be in the range £32,267 to £36,298 per annum subject to knowledge, skills and experience.

An increment will be payable on 1 August each year until the top of the scale is reached (subject to being in post for 6 months and satisfactory performance). The scale will be subject to a cost of living review each year.

### **Hours of work**

Hours of work will be 36.5 hours per week (full-time) but staff at this level may be required to work additional hours to meet the requirements of the role.

### **Annual Leave**

The annual leave entitlement for full-time appointments is 41 days per calendar year (pro rata for part-time appointments). For further information see our website <http://www.admin.ex.ac.uk/personnel/leave.shtml>.

### **Probationary Period**

The appointment will normally be subject to a probationary period of one year.

### **References & Medical Clearance**

All appointments are subject to satisfactory reference and medical checks and individuals will be required to complete a medical assessment form before appointment is confirmed. Applicants should note that the University normally contacts referees for short-listed applicants without further advice to applicants. When advising of referees, if they are resident overseas, please ensure you supply fax numbers and/or email addresses enabling us to contact them (if necessary) without delay.

### **Right to Work in the United Kingdom**

If you do not have the right to work in the UK, this appointment will be subject to you obtaining a tier 1 visa.

For further information, see the links to the UK Border Agency and UK Visas websites at <http://www.exeter.ac.uk/working/new/international/>). In particular you are encouraged to undertake a self assessment of your eligibility to work in the UK using the link to [www.ukba.homeoffice.gov.uk/pointscalculator](http://www.ukba.homeoffice.gov.uk/pointscalculator).

### **Terms & Conditions**

The Terms and Conditions of Employment can be viewed on line by visiting <http://www.exeter.ac.uk/staff/employment/conditions/terms/>

### **Pensions**

Membership of the Universities' Superannuation Scheme (USS) is automatic provided that you meet the qualifying criteria for membership.

The USS is a contracted-out scheme and with effect from 01/10/2011 will have two benefit section. To find out more about the structure of the scheme and which section is applicable for you please visit the USS web site at [www.uss.co.uk](http://www.uss.co.uk) and read the information for new entrants.

The University, as your employer, contributes such sums as will be required to maintain the full benefits of the scheme. You may opt out of the scheme; if you wish to do so, you should contact the Pensions Manager, Mrs Alison Rose (01392 263088/email [a.j.rose@exeter.ac.uk](mailto:a.j.rose@exeter.ac.uk)) for further information and to complete the necessary documentation.

The University now operates a Pension Salary Exchange scheme. Under the rules of the scheme, new employees who become members of the pension scheme become eligible to participate in Pension Salary Exchange after three full calendar months of employment. You will automatically participate in the Pension Salary Exchange scheme from the 1st of the month following this date. However, you also have the right to opt-out of Pension Salary Exchange at any time up to the completion of three full calendar months of employment. In the event that you do not wish to participate in Pension Salary Exchange, you should request an opt-out form by contacting the Pensions Office on extension 3088 (or email [a.j.rose@exeter.ac.uk](mailto:a.j.rose@exeter.ac.uk)).

Further information about Pension Salary Exchange is available from the Human Resources website [www.admin.exeter.ac.uk/personnel](http://www.admin.exeter.ac.uk/personnel) or from the Pensions Office.

**Relocation**

You may be able to claim relocation expenses in accordance with the University's Relocation Assistance Scheme. The maximum allowance that you can reclaim under the Relocation Assistance Scheme, if eligible, is 10% of salary.

**Short-listing Information**

We will acknowledge your application by email. The University of Exeter recognises the time and effort taken to apply for a position and will contact you by email to inform you of results of shortlisting

**Application Procedure and Interview Information**

The closing date for completed applications is **21 February 2013**.

Applicants are invited to apply on-line via our e-recruitment system. This can be found at [www.exeter.ac.uk/jobs](http://www.exeter.ac.uk/jobs) . Please quote reference number **P43248** in any correspondence.

**Data Protection Act (1998)**

The information contained within your application is being requested to enable the University to make employment decisions and meet statutory obligations. Any information provided to the University in this context will be treated confidentially and used only by manager(s), member of the University, Human Resources, Superannuation and Payroll during the course of your employment. Where the application relates to a post which is externally funded this information may be passed onto the relevant funding body.