Post Specification 034682

Post Title:	Research Fellow
Post Status:	Fixed-term Contract for 2 years, Part-time, (0.6 WTE)
Research Group / Department / School:	**Centre for Health Policy and Management**, Trinity College Dublin, the University of Dublin
Location:	3-4 Foster Place. Centre for Health Policy and Management, Trinity College Dublin, the University of Dublin College Green, Dublin 2, Ireland
Reports to:	**Centre for Health Policy and Management, 3-4 Foster Place** Trinity College Dublin, the University of Dublin College Green, Dublin 2, Ireland
Salary:	Appointment will be made from Level 2 Point 5 to Level 2 Point 9 of the IUA Salary Scale at a point in line with Government Pay Policy (€43,410-€48,627 @ 60% FTE €26,046 - €29,176.20 per annum], appointment will be made no higher than point Level 2 Point 9.
Hours of Work:	9am to 5pm
Closing Date:	12 Noon (GMT), 23rd October 2020

Post Summary

This post doctorate role is in the position of Assistant Director of Teaching and Learning on the HRB SPHeRE PhD Programme.

The SPHeRE (Structured Population and Health-services Research Education) Programme (formerly the HRB Scholars Programme) is an innovative and ambitious research programme in population health and health services research (PHHSR) funded by the Health Research Board (HRB) since 2013. The Programme is managed by 3 co-Directors based in TCD, RCSI and UCC. They are assisted by 3 Assistant Directors – The Assistant Director for Teaching and Learning based in TCD, the Assistant Director for Academic Affairs based in RCSI and the Assistant Director for Networks based in UCC.

The Assistant Director of Teaching and Learning works on the development of the taught component of the programme, particularly in its 'year one' phase. This includes continuous academic review, monitoring progress on eLearning and playing a vital role in the development of a peer-learning culture across the programme. The role also requires contributing to teaching and co-supervision.

The Centre for Health Policy and Management aims to produce high quality research to improve the performance of health systems, both internationally and within the Irish context. In addition to our role on the HRB SPHeRE Programme, we also run the MSc in Health Services Management and lead on numerous research projects.

Standard Duties and Responsibilities of the Post
- Liaise with all lecturing staff across institutions on the taught programme for the SPHeRE Programme – ensure coherence and communication is at a high level particularly for staff teaching one-off sessions or with tangential links to the Programme.
- Conduct module planning meetings and end of year module evaluations with teaching staff across institutions in order to facilitate module development for the SPHeRE Programme. This includes ensuring that scholar feedback on module delivery is collected and circulated to all teaching staff as appropriate.

- Monitor and evaluate eLearning for the SPHeRE Programme with a view to incorporating lessons learnt into the on-going iterations of eLearning development.

- Lead on the generic and transferrable skills training process including building coherence between the taught programme and the workshop programme of Years 2-4 in the SPHeRE Programme.

- Facilitate the introduction of a peer-learning culture and practice into the SPHeRE Programme including running a 'peer learning event' at the beginning of each academic year.

- Contribute to the development of PHSSR.

- Contribute to teaching and co-supervision on the SPHeRE Programme and remain research active in PHHSR.

Funding Information

- This post is funded by the HRB SPHeRE Programme

Person Specification

Qualifications

- PhD ideally in a PHHSR related area.

Knowledge & Experience (Essential & Desirable)

Essential

- Curriculum development (e.g. understanding of learning objectives, module design)

- Teaching experience

- Knowledge of teaching and learning methods including adult learning pedagogy (andragogy), eLearning, distance learning etc.

- Familiarity with collaborative ways of working – team-working etc.

- Ability to engage and work with senior academics (module leads, etc.)

Desirable

- Some familiarity with TCD student administration bodies/systems

- Experience of SPHeRE

Skills & Competencies

- Team-working skills are critical

- Proven ability to plan, prioritise and meet deadlines.

- Excellent communication and interpersonal skills.

- Ability to work independently and as part of a team.

- Excellent IT skills, including MS Office, e-mail and Internet.

Application Procedure

Applicants should submit a cover letter and full Curriculum Vitae to include the names and contact details of referees (including email addresses), to:-

Sheena Cleary - TCD SPHeRE Administrator/SEO Centre for Health Policy and Management,

hsmsec@tcd.ie

Further Information for Applicants

URL Link to Area	www.tcd.ie
URL Link to Human Resources	https://www.tcd.ie/hr/

Trinity College Dublin, the University of Dublin

Trinity is Ireland's leading university and is ranked 108th in the world (QS World University Rankings 2020). Founded in 1592, the University is steeped in history with a reputation for excellence in education, research and innovation.

Located on an iconic campus in the heart of Dublin's city centre, Trinity has 18,000 undergraduate and postgraduate students across our three faculties – Arts, Humanities, and Social Sciences; Engineering, Mathematics and Science; and Health Sciences.

Trinity is ranked as the 17th most international university in the world (Times Higher Education Rankings 2020) and has students and staff from over 120 countries.

The pursuit of excellence through research and scholarship is at the heart of a Trinity education, and our researchers have an outstanding publication record and strong record of grant success. Trinity has developed 19 broad-based multidisciplinary research themes that cut across disciplines and facilitate world-leading research and collaboration within the University and with colleagues around the world. Trinity is also home to 5 leading flagship research institutes:
-   Trinity Biomedical Sciences Institute (TBSI)
-   Trinity College Institute of Neuroscience (TCIN)
-   Trinity Translational Medical Institute (TTMI)
-   Trinity Long Room Hub Arts and Humanities Research Institute (TLRH)
-   Centre for Research on Adaptive Nanostructures and Nanodevices (CRANN)

Trinity is the top-ranked European university for producing entrepreneurs for the past five successive years and Europe's only representative in the world's top-50 universities (Pitchbook Universities Report).

Trinity is home to the famous Old Library and to the historic Book of Kells as well as other internationally significant holdings in manuscripts, maps and early printed material. The Trinity Library is a legal deposit library, granting the University the right to claim a copy of

every book published in Ireland and the UK. At present, the Library's holdings span approximately 6.5 million printed items, 400,000 e-books and 150,000 e-journals.

With over 120,000 alumni, Trinity's tradition of independent intellectual inquiry has produced some of the world's finest, most original minds including the writers Oscar Wilde and Samuel Beckett (Nobel laureates), the mathematician William Rowan Hamilton and the physicist Ernest Walton (Nobel laureate), the political thinker Edmund Burke, and the former President of Ireland Mary Robinson. This tradition finds expression today in a campus culture of scholarship, innovation, creativity, entrepreneurship and dedication to societal reform.

Rankings

Trinity is the top ranked university in Ireland and ranked 108th in the world (QS World University Rankings 2020). Trinity ranks in the top 50 in the world on 4 subjects and in the top 100 in 18 subjects (QS World University Rankings by Subject 2020). Full details are available at: www.tcd.ie/research/about/rankings.

The Selection Process in Trinity

The Selection Committee (Interview Panel) may include members of the Academic and Administrative community together with External Assessor(s) who are expert in the area. Applications will be acknowledged by email. If you do not receive confirmation of receipt within 1 day of submitting your application online, please contact the named Recruitment Partner on the job specification immediately and prior to the closing date/time.

Given the degree of co-ordination and planning to have a Selection Committee available on the specified date, the University regrets that it may not be in a position to offer alternate selection dates. Where candidates are unavailable, reserves may be drawn from a shortlist. Outcomes of interviews are notified in writing to candidates and are issued no later than 5 working days following the selection day.

In some instances the Selection Committee may avail of telephone or video conferencing. The University's selection methods may consist of any or all of the following: Interviews, Presentations, Psychometric Testing, References and Situational Exercises.

It is the policy of the University to conduct pre-employment medical screening/full pre-employment medicals. Information supplied by candidates in their application (Cover Letter and CV) will be used to shortlist for interview.

Applications from non-EEA citizens are welcomed. However, eligibility is determined by the Department of Business, Enterprise and Innovation and further information on the Highly Skills Eligible Occupations List is set out in Schedule 3 of the Regulations https://dbei.gov.ie/en/What-We-Do/Workplace-and-Skills/Employment-Permits/Employment-Permit-Eligibility/Highly-Skilled-Eligible-Occupations-List/ and the Ineligible Categories of Employment are set out in Schedule 4 of the Regulations https://dbei.gov.ie/en/What-We-Do/Workplace-and-Skills/Employment-Permits/Employment-Permit-Eligibility/Ineligible-Categories-of-Employment/ . Non-EEA candidates should note that the onus is on them to secure a visa to travel to Ireland prior to interview. Non-EEA candidates should also be aware that even if successful at interview, an appointment to the post is contingent on the securing of an employment permit.

Equal Opportunities Policy

Trinity is an equal opportunities employer and is committed to employment policies, procedures and practices which do not discriminate on grounds such as gender, civil status, family status, age, disability, race, religious belief, sexual orientation or membership of the travelling community. On that basis we encourage and welcome talented people from all backgrounds to join our staff community. Trinity's Diversity Statement can be viewed in full at https://www.tcd.ie/diversity-inclusion/diversity-statement.

Pension Entitlements

This is a pensionable position and the provisions of the Public Service Superannuation (Miscellaneous Provisions) Act 2004 will apply in relation to retirement age for pension purposes. Details of the relevant Pension Scheme will be provided to the successful applicant.

Applicants should note that they will be required to complete a Pre-Employment Declaration to confirm whether or not they have previously availed of an Irish Public Service Scheme of incentivised early retirement or enhanced redundancy payment. Applicants will also be required to declare any entitlements to a Public Service pension benefit (in payment or preserved) from any other Irish Public Service employment.

Applicants formerly employed by the Irish Public Service that may previously have availed of an Irish Public Service Scheme of Incentivised early retirement or enhanced redundancy payment should ensure that they are not precluded from re-engagement in the Irish Public Service under the terms of such Schemes. Such queries should be directed to an applicant's former Irish Public Service Employer in the first instance.

Application Procedure

Application Procedure

Applicants should submit a full Curriculum Vitae to include the names and contact details of 2 referees (including email addresses), to:-

Sheena Cleary

hsmsec@tcd.ie