



Post Specification (033289)

Post Title:	Research Assistant – ProACT Trial Coordinator
Post Status:	Fixed-term Contract – Full-time for a minimum of 9 months
Research Group / Department / School:	Trinity Centre for Practice and Healthcare Innovation (TCPHI), School of Nursing and Midwifery, Trinity College Dublin, the University of Dublin
Location:	School of Nursing and Midwifery Trinity College Dublin, the University of Dublin College Green, Dublin 2, Ireland
Reports to:	Dr John Dinsmore, Assistant Professor in Digital Integrated Care and ProACT Project Coordinator
Salary:	Appointment will be made on IUA Researcher Assistant Level 1 salary scale between point 13 and point 17, depending on level of experience [€30,092 to €34,269 per annum], appointment will be made no higher than point 17.
Hours of Work:	37 hours per week
Closing Date:	12 Noon (Irish Standard Time), 4 rd September 2018

Please note that Garda vetting will be sought in respect of individuals who come under consideration for a post.

Post Summary

The Trinity Centre for Practice and Healthcare innovation are seeking to recruit an experienced Research Assistant, to coordinate a Proof of Concept trial as part of the ProACT Horizon 2020 Project (www.proact.eu). The post holder will be based in the School of Nursing and Midwifery at Trinity College Dublin.

ProACT (Integrated Technology Ecosystems for ProACTIVE Patient Centred Care) is a highly ambitious digital health research programme, funded by the European Commission and led by Trinity College Dublin. The project aims to develop and evaluate a digital integrated care system to support older adults living with multimorbidity. The successful candidate will act as Trial Coordinator for an ongoing Proof of Concept trial, which involves 60 older adults with multimorbidity and members of their care network testing the ProACT technologies in their homes. The post holder will work as part of a multidisciplinary team responsible for the coordination and implementation of this Proof of Concept trial, which will explore the potential benefits of technological supports (i.e. ProACT system) for older adults with multimorbidity and their carers using both qualitative and quantitative methodologies. The position will appeal to anyone who wishes to develop their research career and trial implementation experience within a prestigious EU-funded programme of research.

The successful candidate will join an exciting multi-disciplinary and multi-partner research team focused on evaluating digital health technologies to improve self-management and integration of care for persons aged over 65 living with multiple chronic health conditions.

Standard Duties and Responsibilities of the Post

The successful candidate will act as Trial Coordinator and will be responsible for overseeing the day-to-day implementation of the Proof of Concept trial. They will work with the other members of the ProACT team, including Research Assistants responsible for data collection and postdoctoral Research Fellows responsible for the design and implementation of the trial methodologies, as well as the wider ProACT Consortium.

Tasks and responsibilities will include, but are not limited to, the following:

- Coordinating all trial activities as outlined in the Proof of Concept Trial Protocol.
- Scheduling of home visits to research participants to collect qualitative and quantitative data and to deploy technology.
- Management of trial helpdesk, including troubleshooting of common technology issues/frequently asked questions. This will include tracking and recording issues experienced by participants and delegating follow up of such issues among the research team.
- Management and analysis of large quantitative datasets.
- Management and analysis of qualitative data.
- Gather quantitative data, using validated psychometric scales and questionnaires.
- Gather qualitative data, using semi-structured interviews.
- Develop training workshops and seminars related to the project, aimed at trial participants and other relevant stakeholders.
- Prepare in consultation with the research team, material for publication in peer-reviewed journals and for presentation at national and international conferences
- General administrative duties as required.
- Travel to meet the needs of the post (in the Greater Dublin Area).
- Ensure research resources are used in an effective and efficient manner.

Funding Information

The position is funded by the ProACT project, which has received funding from the European Union's Horizon 2020 research and innovation programme under Grant Agreement No 689996.

Person Specification

Qualifications (Essential)

- A primary degree in Psychology, Nursing or other relevant discipline

Qualifications (Desirable)

- A postgraduate (Masters) qualification in Psychology, Human Computer Interaction, Research Methods or other health related discipline

Knowledge & Experience (Essential)

- Previous practical experience working with participants in research projects or trials, including participant recruitment and quantitative and/or qualitative data collection
- Experience of working with Microsoft Excel and/or other database systems.
- Previous experience with quantitative data analysis and familiarity with quantitative data analysis software (e.g. SPSS, R)
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Knowledge & Experience (Desirable)

- Previous clinical and/or research experience in working with older adults or vulnerable populations
- Previous experience with qualitative analysis and familiarity with qualitative analysis software (e.g. NVivo)
- Experience of connected health and digital integrated care within the health system
- Experience of working with multiple stakeholders such as healthcare professionals, caregivers, industry partners or patient groups.
- Prior project management or administrative experience.

Skills & Competencies

- Excellent organisational and administrative skills – ability to plan and coordinate tasks in order to meet deadlines is key to this position.
- Excellent interpersonal skills – ability to establish rapport with research participants is a key competency in this role.
- Excellent analytical skills, accuracy and attention to detail.

- Project management and time management skills: work on assigned tasks in a timely manner, track and monitor project activities, and provide regular progress updates to the wider team.
- Understanding of research ethics and ability to maintain confidentiality at all times.
- Excellent listening, communication and interpersonal skills: work with a multi-disciplinary team, be able to integrate and become an effective team member, delegate tasks and assign responsibilities within the team, and provide feedback on assigned tasks and project progress when required.
- Highly motivated and capable of working independently as well as within a team.
- Excellent problem-solving skills and an ability to take initiative, along with sound judgement and good decision-making skills.
- Ability to organise resources and plan own work schedule within the framework of the agreed research programme, responding to new pressures and adjusting priorities as required.
- A full driving licence and access to a car would be an advantage but is not essential.

Further Information for Applicants

Applicants should submit a cover letter, along with a CV and contact details of two referees before 5pm 4th September 2018. Please submit your application to Dr John Dinsmore, ProACT Project Coordinator: dinsmorj@tcd.ie

Informal enquires to Dr Mary Galvin at galvinm6@tcd.ie

URL link to Project Website	www.proact2020.eu
URL Link to Area	www.tcd.ie
URL Link to Human Resources	https://www.tcd.ie/hr/

GARDA CLEARANCE:

Police vetting will be sought in respect of individuals who come under consideration for a post.

PLEASE NOTE: Applicants will be required to complete and return a Garda vetting form should they come under consideration for appointment. In some cases they may be requested to complete the form on the day of interview. This form will be forwarded to An Garda Síochána (Irish Police) for security checks on all Irish addresses at which they have resided. An Garda Síochána will make enquiries with the Police Service of Northern Ireland with respect to addresses in Northern Ireland. If an applicant is not successful in obtaining the post for whatever reason, this information will be destroyed. If an applicant, therefore, subsequently comes under consideration for another position, they will be required to supply this information again.

While applicants must complete information in relation to all addresses at which they have resided, the vetting is only done on addresses on the island of Ireland.

If an applicant has resided / studied in countries outside of Ireland for a period of 6 months or more, it is mandatory for them to furnish a Police Criminal Records Check/ Police Certificate from those countries stating that they have no convictions recorded against them while residing there. Applicants will need to provide a separate Police Criminal Records Check/ Police Certificate for each country in which they have resided. The Police Criminal Records Check/ Police Certificate must be dated after the date the applicant left the relevant country. Applicants should provide documentation in the English and/or Irish language. Translations must be provided by a registered translation company/institute in the Republic of Ireland; all costs will be borne by the applicant. Only original version documents will be accepted.

Applicants should be aware that any information obtained in the Garda Vetting process can be made available to the employing area.

It is the responsibility of the applicant to seek security clearances in a timely fashion as they can take some time. No applicant will be appointed without this information being provided and being in order.

The following websites may be of assistance in this regard:

www.disclosurescotland.co.uk

www.psnipolice.uk

This website provides information on obtaining a national police clearance certificate for Australia

www.afp.gov.au

This website provides information on obtaining police clearance in New Zealand.

www.courts.govt.nz

For other countries not listed above applicants may find it helpful to contact the relevant embassies who could provide information on seeking Police Clearance. Original Police Clearance documentation should be forwarded to Human Resources where it will be copied and the original returned to the applicant by post. **Any cost incurred in this process will be borne by the Applicant.**

Trinity College Dublin, the University of Dublin

Trinity is Ireland's premier university, with a proud tradition of excellence stretching back to its foundation in 1592. The oldest university in Ireland, and one of the oldest in Europe, today Trinity sits at the intersection of the past and the future, and is ideally positioned as a major university in the European Union. Our 47-acre campus is located in the heart of Dublin city centre and is home to historic buildings dating from the University's establishment, as well as some of the most cutting-edge teaching and research facilities in Ireland. Students at Trinity benefit from a unique educational experience across a range of disciplines in our three faculties – Arts, Humanities, and Social Sciences; Engineering, Mathematics and Science; and Health Sciences. 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 [18 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. These internationally recognised themes include such diverse areas as Cancer, Immunology, Telecoms, Identities in Transformation, Nanoscience, Neuroscience, and Making Ireland. Researchers from across the University work together in innovative ways to develop new and exciting approaches to their research and explore the frontiers of knowledge in the 21st century. In creating these dedicated research themes, Trinity's researchers are able to become a more powerful force on the global stage, successfully competing for large-scale grants and attracting top students and faculty to the University. Trinity is home to Ireland's first purpose-built Nanoscience research institute, CRANN, which opened in January 2008. This state-of-the-art facility houses 150 scientists, technicians, and graduate students in specialised laboratories, fostering creative innovations that have seen Trinity's researchers make significant breakthroughs.

The Trinity Long Room Hub for Arts and Humanities Research Institute is the University's flagship institute for research in the Arts and Humanities, providing a world-class environment for cross-disciplinary collaborative projects. The Long Room Hub provides a central location through which the University's internationally respected Arts and Humanities research can become more visible, demonstrating its relevance for contemporary and future societies.

Researchers from across the University regularly participate in debates on topical issues facing the world today. As well as operating an International Visiting Research Fellowship programme, the Long Room Hub also hosts major EU-funded Digital Humanities projects.

One of the most instantly recognised parts of Trinity's campus is the famous Old Library, home to the historic Book of Kells as well as other internationally significant holdings in manuscripts, maps, and early printed material. Trinity's Library is the largest research library in Ireland and is an invaluable resource to Trinity's students and research community. Built up over the four centuries of the University's existence, the Library's collections have benefitted from its status as a Legal Deposit library for the past 200 years, granting Trinity the right to claim a copy of every book published in Ireland and the UK. At present, the Library's holdings span approximately 4.25 million books, 22,000 printed periodical titles, and access to 60,000 e-journals and 250,000 e-books.

Trinity attracts top students from Ireland and abroad and prides itself on the consistently high standard of student admitted to the University every year. These students are drawn to Trinity for the excellence of our research-led teaching and for the quality and prestige a degree from this University confers. Trinity has also pioneered accessibility to education in Ireland, becoming the first university in the country to reserve 15% of its undergraduate places for students from non-traditional learning groups. Trinity is the top-ranked European university for student entrepreneurship and Europe's only representative in the world's top-50 universities.

Our alumni have gone on to shape the history of Ireland and of Western Europe in a wide range of fields. These include such notable figures as Jonathan Swift, Oscar Wilde, William Rowan Hamilton, Edmund Burke, William Stokes, Denis Burkitt, Louise Richardson, Lenny Abrahamson, and Anne Enright. Three of Trinity's graduates have been awarded Nobel prizes: Ernest Walton for Physics in 1951; Samuel Beckett for Literature in 1968; and William Campbell for Physiology / Medicine in 2015. Trinity also counts the first female President of Ireland among its alumni in Mary Robinson, as well as other notable former Presidents Douglas Hyde and Mary McAleese. At Trinity we are justifiably proud of our tradition, and we strive to uphold this excellence as we face the demands of the 21st century.

Ranking Facts

Trinity is the top ranked university in Ireland. Using the QS methodology, the University is ranked 104th in the world and using the Times Higher Education World University Rankings methodology Trinity is 117th in the world.



Overall

- Trinity is Ireland's No.1 University in the QS World University Ranking, THE World University Ranking and the Academic Ranking of World Universities (Shanghai).
- Trinity is ranked 104th in the World, and 36th in Europe, in the 2018/2019 QS World University Ranking.
- Trinity is ranked in the Top 120 for Graduate Employability in the QS 2018 Rankings.
- Trinity is in the Top 50 most innovative universities in Europe according to Reuters.¹
- Between 2010 and 2015, Trinity was ranked the top university in Europe for entrepreneurship according to Pitchbook's independent analysis.²

¹ <http://www.reuters.com/article/us-innovative-stories-europe-idUSKCN0Z00CT>

² <http://pitchbook.com/news/reports/2015-2016-pitchbook-universities-report>

Internationalisation

- Trinity is ranked 52nd in the world in the THE World University Ranking for international outlook.

Research Performance

- Of the 981 institutions included in the THE World University Rankings for 2017, Trinity is in the top 15% internationally for research performance.
- Trinity is ranked in the top 15% internationally by QS for citations.

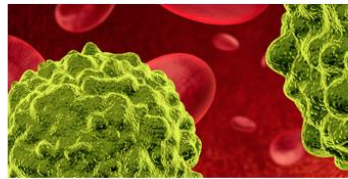
In the QS World University Subject Rankings:

- Trinity is ranked in the top 50 worldwide in four subject areas according to the QS World University Subject Rankings 2018. The University is ranked in the top 100 globally for 20 subjects overall.
- Trinity's Top 50 subjects include Nursing (25th), Classics (28th), English (28th) and Politics (43rd).
- Trinity is ranked in the top 100 for each of the following 16 subjects: History, Languages, Philosophy, Theology, Computer Science, Biology, Medicine, Pharmacy, Chemistry, Geography, Materials Science, Education, Law, Social Policy, Sociology and Sport.
- The University is ranked in the top 100 for three broad subject areas: Arts & Humanities (57th), Life Sciences & Medicine (87th), and Engineering & Technology (89th).

Research Themes



Ageing



Cancer



Creative Arts Practice



Creative Technologies



Digital Engagement



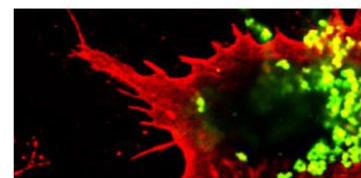
Digital Humanities



Genes & Society



Identities in Transformation



Immunology, Inflammation & Infection



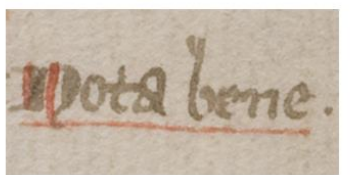
International Development



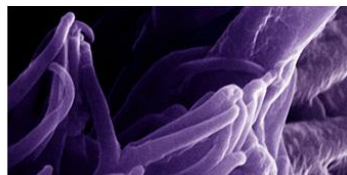
International Integration



Making Ireland



Manuscript, Book and Print Cultures



Nanoscience



Neuroscience



Telecommunications



Smart Sustainable Planet



Next Generation Medical Devices

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 Jobs, Enterprise and Innovation and further information on the Highly Skills Eligible Occupations List is set out in Schedule 3 of the Regulations <https://www.djei.ie/en/What-We-Do/Jobs-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://www.djei.ie/en/What-We-Do/Jobs-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

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

Name: Dr John Dinsmore

Email Address: dinsmorj@tcd.ie



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universityvacancies.com

