Job description and selection criteria

<table>
<thead>
<tr>
<th>Job title</th>
<th>Clinical Research Fellow – Malaria</th>
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<tbody>
<tr>
<td>Division</td>
<td>Medical Sciences</td>
</tr>
<tr>
<td>Department</td>
<td>Nuffield Department of Medicine (NDM)</td>
</tr>
<tr>
<td>Location</td>
<td>Jenner Institute, Centre for Clinical Vaccinology and Tropical Medicine (CCVTM), Churchill Hospital Old Road, Headington, Oxford, OX3 7LJ</td>
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<tr>
<td>Grade and salary</td>
<td>Grade E64: £31,931 - £51,176 per annum</td>
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<tr>
<td>Hours</td>
<td>Full time</td>
</tr>
<tr>
<td>Contract type</td>
<td>Fixed-term for 24 months</td>
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<tr>
<td>Reporting to</td>
<td>Professor Adrian Hill</td>
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<tr>
<td>Vacancy reference</td>
<td>134357</td>
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Additional information
Owing to the nature of this position, any offer of employment with the University will be subject to a satisfactory security screening and the Oxford University Hospitals NHS Trust issuing an honorary contract, or a Research Passport, to allow you to undertake the necessary work.

The role

We have an exciting role for an experienced and qualified clinician, to take an active role in the design, development, and execution, of clinical trials of investigational vaccines against malaria in Oxford. The trials will assess the safety, immunogenicity and efficacy or promising candidate vaccines, including phase IIa challenge studies.

You will have varied responsibilities in the trials, getting involved with: drafting protocols and ethical applications, advertising, recruiting, screening, and vaccinating volunteers. You will analyse and manage the data, maintaining complete and accurate study files. You will be expected to present the results in various formats to different audiences.

This post will provide invaluable experience for you if you are considering taking time out of clinical medicine to study for a higher degree. We are also offering you an excellent base from which you could apply for Training Fellowship funding.
For more information about our research, please see:

http://www.jenner.ac.uk/malaria
http://www.jenner.ac.uk/jenner-researchers/researcher/adrian-hill#research

Responsibilities
You will play an active role in the design and execution of clinical trials of malaria vaccines in Oxford. This to include the following:

- To provide clinical input in to the design and execution of clinical trials with other team members,
- To work closely with the clinical trials team including project managers, nurses, recruitment coordinator and data manager in the design and conduct of clinical trials,
- Screening and vaccination of volunteers according to the protocol,
- To present results as a verbal presentation or written report for both internal meetings and those with external collaborators,
- Administrative work involved in the trials including drafting of protocols, ethical applications, advertising and recruitment, data management and analysis,
- To maintain complete, accurate, organised study files,
- To be on-call as needed for adverse events and microbial challenge studies
- To be involved as part of the wider Malaria research group, including attending regular group meetings.

All employees will have to ensure that their work in the laboratory is conducted safely at all times and, in particular, that work is undertaken following the appropriate health and safety policies and procedures for the particular area, without compromise to their own safety or that of others who may be affected.

Hazard-specific duties
This job includes the following hazards or safety-critical activities which will require successful pre-employment health screening through our Occupational Health Service before the successful candidate will be allowed to start work:

- Working with infectious pathogens (hazard group 2/3) - Hazard Group 3 pathogens
- Working with blood, human products and human tissues
- Work in clinical areas with direct contact with patients
- Work with allergens, Eg laboratory animals, pollen, dust, fish or insects etc.
- Work with any substance which has any of the following pictograms on their MSDS:

- Travel outside of Europe or North America on University Business
Additional security pre-employment checks

This job includes the following duties which will require additional security pre-employment checks:

- A satisfactory Disclosure Barring Service check due to clinical work.

Selection criteria

Essential selection criteria

- GMC registration; you must be currently qualified and licensed to practise medicine in the UK (Foundation Year 1 and 2 training completed)
- Excellent verbal and written communication skills for a wide range of audiences
- Excellent interpersonal skills, including the ability to be comfortable and confident interacting with volunteers and patients in a research study, clinical research coordinators, team members, laboratory and administrative staff, monitors, collaborating company representatives, MCA auditors and the broader research community
- Requires flexibility in the hours worked, as some out of hours work is required (especially during challenge studies) but this can be taken back as time off in lieu
- Excellent IT skills, including email, word processing, spreadsheets and databases

Desirable selection criteria

- Experience working with clinical studies, including ethics, GCP, documentation
- Previous laboratory experience relevant to malaria or infectious disease research
- Experience or an ability to use statistical software programmes
- Knowledge of immunology
- Holding a MRCP or MRCS (UK)

About the University of Oxford

Welcome to the University of Oxford. We aim to lead the world in research and education for the benefit of society both in the UK and globally. Oxford’s researchers engage with academic, commercial and cultural partners across the world to stimulate high-quality research and enable innovation through a broad range of social, policy and economic impacts.

We believe our strengths lie both in empowering individuals and teams to address fundamental questions of global significance, and in providing all of our staff with a welcoming and inclusive workplace that supports everyone to develop and do their best work. Recognising that diversity is a great strength, and vital for innovation and creativity, we aspire to build a truly diverse community which values and respects every individual’s unique contribution.

While we have long traditions of scholarship, we are also forward-looking, creative and cutting-edge. Oxford is one of Europe’s most entrepreneurial universities. Income from external research contracts in 2014/15 exceeded £522.9m and ranked first in the UK for university spin-outs, with more than 130 spin-off companies created to date. We are also recognised as leaders in support for social enterprise.
Join us and you will find a unique, democratic and international community, a great range of staff benefits and access to a vibrant array of cultural activities in the beautiful city of Oxford.

For more information please visit www.ox.ac.uk/about/organisation

Medical Sciences

The Medical Sciences Division is an internationally recognized centre of excellence for biomedical and clinical research and teaching.

We are the largest academic division in the University of Oxford World-leading programmes, housed in state-of-the-art facilities, cover the full range of scientific endeavour from the molecule to the population. With our NHS partners we also foster the highest possible standards in patient care.

For more information please visit: www.medsci.ox.ac.uk

Nuffield Department of Clinical Medicine (NDM)

The Nuffield Department of Clinical Medicine (NDM) is one of the largest departments of the University of Oxford and is part of the Medical Sciences Division, with responsibility for a significant part of the teaching of clinical students within the Medical School. The Department also has a substantial research programme which requires high quality administrative management.

NDM has significant financial turnover and complexity, resulting from its diverse research portfolio, its geographical spread and its close links with NHS funding and strategic teams involved in the development and delivery of increasingly integrated clinical research platforms.

...fostering your career in science

For more information please visit: www.ndm.ox.ac.uk/home

The University of Oxford is a member of the Athena SWAN Charter and holds an institutional Bronze Athena SWAN award. The Nuffield Department of Medicine holds a Silver Athena SWAN award to recognise advancement of gender equality: representation, progression and success for all.

For more information please visit: www.ndm.ox.ac.uk/athena-swan

The Jenner Institute - Centre for Clinical Vaccinology and Tropical Medicine (CCVTM), Churchill Hospital, Oxford

Scientists at the Jenner Institute, University of Oxford, have developed new candidate vaccines for malaria and tuberculosis. For the last ten years we have been conducting phase I and IIa clinical trials to evaluate the safety, immunogenicity and efficacy of these vaccines in healthy volunteer subjects in the UK, as well as conducting a number of trials in Africa. New candidate vaccines for ‘flu and hepatitis C are also about to enter clinical trials.
For more information please visit: http://www.jenner.ac.uk/ and http://www.tropicalmedicine.ox.ac.uk/home

How to apply

Before submitting an application, you may find it helpful to read the ‘Tips on applying for a job at the University of Oxford’ document, at www.ox.ac.uk/about/jobs/supportandtechnical/.

If you would like to apply, click on the Apply Now button on the ‘Job Details’ page and follow the on-screen instructions to register as a new user or log-in if you have applied previously. Please provide details of two referees and indicate whether we can contact them now.

You will be asked to upload a CV and a supporting statement. The supporting statement should explain how you meet the selection criteria for the post using examples of your skills and experience. This may include experience gained in employment, education, or during career breaks (such as time out to care for dependants).

Your application will be judged solely on the basis of how you demonstrate that you meet the selection criteria stated in the job description.

Please upload all documents as PDF files with your name and the document type in the filename.

All applications must be received by midday on the closing date stated in the online advertisement.

Information for priority candidates

A priority candidate is a University employee who is seeking redeployment because they have been advised that they are at risk of redundancy, or on grounds of ill-health/disability. Priority candidates are issued with a redeployment letter by their employing departments. If you are a priority candidate, please ensure that you attach your redeployment letter to your application (or email it to the contact address on the advert if the application form used for the vacancy does not allow attachments).

Should you experience any difficulties using the online application system, please email recruitment.support@admin.ox.ac.uk. Further help and support is available from www.ox.ac.uk/about_the_university/jobs/support/. To return to the online application at any stage, please go to: www.recruit.ox.ac.uk.

Please note that you will be notified of the progress of your application by automatic emails from our e-recruitment system. Please check your spam/junk mail regularly to ensure that you receive all emails.

Important information for candidates

Pre-employment screening

Please note that the appointment of the successful candidate will be subject to standard pre-employment screening, as applicable to the post. This will include right-to-work, proof of
identity and references. We advise all applicants to read the candidate notes on the University’s pre-employment screening procedures, found at: www.ox.ac.uk/about/jobs/preemploymentscreening/.

The University's policy on retirement

The University operates an Employer Justified Retirement Age (EJRA) for all academic posts and some academic-related posts. From 1 October 2017, the University has adopted an EJRA of 30 September before the 69th birthday for all academic and academic-related staff in posts at grade 8 and above. The justification for this is explained at: www.admin.ox.ac.uk/personnel/end/retirement/revisedejra/revaim/.

For existing employees, any employment beyond the retirement age is subject to approval through the procedures: www.admin.ox.ac.uk/personnel/end/retirement/revisedejra/revproc/

From 1 October 2017, there is no normal or fixed age at which staff in posts at grades 1–7 have to retire. Staff at these grades may elect to retire in accordance with the rules of the applicable pension scheme, as may be amended from time to time.

Equality of Opportunity

Entry into employment with the University and progression within employment will be determined only by personal merit and the application of criteria which are related to the duties of each particular post and the relevant salary structure. In all cases, ability to perform the job will be the primary consideration. No applicant or member of staff shall be discriminated against because of age, disability, gender reassignment, marriage or civil partnership, pregnancy or maternity, race, religion or belief, sex, or sexual orientation.

Benefits of working at the University

University Club and sports facilities

The University Club provides social, sporting and hospitality facilities. It incorporates a bar, café and sporting facilities, including a gym. Staff can also use the University Sports Centre on Iffley Road at discounted rates, including a fitness centre, powerlifting room, and swimming pool.
See: www.club.ox.ac.uk and www.sport.ox.ac.uk/oxford-university-sports-facilities.

Information for international staff (or those relocating from another part of the UK)

If you are relocating to Oxfordshire from overseas, or elsewhere in the UK, the University's International Staff website includes practical information related to moving to and settling in Oxford such as advice on immigration, relocation, accommodation, or registering with a doctor.
See: www.internationalstaffwelcome.admin.ox.ac.uk/

The University of Oxford Newcomers’ Club

The University of Oxford Newcomers’ Club is an organisation run by volunteers that aims to assist the partners of new staff to settle into Oxford and to provide them with an opportunity to meet people in the area. See www.newcomers.ox.ac.uk/

Childcare

The University has excellent childcare services with five University nurseries, as well as University-supported places at many other private nurseries.
Family-friendly benefits

The University subscribes to My Family Care (www.admin.ox.ac.uk/personnel/staffinfo/benefits/family/mfc/) and staff are eligible to register for emergency back-up childcare and adultcare services, a 'speak to an expert' phone line and a wide range of guides and webinars through a website called the Work + Family space.

Disabled staff

We are committed to supporting members of staff with disabilities or long-term health conditions. Please visit www.admin.ox.ac.uk/eop/disab/staff for further details including information about how to make contact, in confidence, with the University’s Staff Disability Advisor.

Staff networks

The University has a number of staff networks including the Oxford Research Staff Society, BME staff network, LGBT+ staff network and a disabled staff network. You can find more information at www.admin.ox.ac.uk/eop/inpractice/networks/

Other benefits

Staff can enjoy a range of other benefits such as free visitor access to the University’s colleges and the Botanic Gardens as well as a range of discounts. See www.admin.ox.ac.uk/personnel/staffinfo/benefits