Job title | LOMWRU Director  
Division | Medical Sciences  
Department | Centre for Tropical Medicine and Global Health  
Location | The Lao-Oxford-Mahosot Hospital-Wellcome Trust Research Unit (LOMWRU) Vientiane, Laos  
Grade and salary | Grade E82: £76,761 - £103,490 per annum  
Hours | Full Time  
Contract type | Fixed Term until 30 September 2020  
Reporting to | MORU Tropical Health Network Director  
Vacancy reference | 138184

Job description

Overview of the role

The LOMWRU (The Lao-Oxford-Mahosot Hospital-Wellcome Trust Research Unit) director is responsible to the Wellcome Trust – Oxford University Asian MOPs Executive Committee, and on a day to day basis reports to the director of the Wellcome Thailand Africa and Asia Programme and the MORU (Mahidol Oxford Tropical Medicine Research Unit) Network (currently Nick Day) who will act on behalf of this Committee. LOMWRU operates using Thailand MOP management and finance policies modified as appropriate for the Laos setting.

The LOMWRU director will work closely with LOMWRU and Lao Government project staff and investigators from the MORU Tropical Health Network to deliver a clinical research programme focusing on problems of public health importance to the people of Laos. He/ she will:

- Develop, agree and carry out a Programme of research with the MORU Network’s director and its Science and Strategy Committee.
- Be an active collaborator within the MORU Network
• Be an active member of the MORU Network’s Science and Strategy Committee.
• Coordinate the day to day running of LOMWRU.
• Lead the LOMWRU Senior Management Team and oversee the operations and governance of the LOWMRU unit;
• Provide advice and support to the staff of the Lao Government Microbiology Laboratory of Mahosot Hospital and other partner organizations within Laos and internationally;
• Coordinate the research projects run in LOMWRU, both by LOMWRU directly and in collaboration with investigators from the other Oxford Asian Units and multiple collaborators
• Liaise with Laos government organisations including the Ministry of Health.
• Apply for grants to support the LOMWRU research Programme
• Ensure project budgets are adequately controlled, in close liaison with the MORU Finance Department, of which LOMWRU is a cost centre.
• Ensure ethical and other approvals are obtained in a timely manner.
• Ensure effective and efficient project monitoring and control.
• Liaise with colleagues of all levels based in MORU, OUCRU and Oxford.
• Liaise with partners of all levels in UK and overseas institutions and organisations.
• Meet with project staff and partners as and when necessary.
• To act as a supervisor for DPhil students ensuring intellectual stimulus and access to resources necessary for a successful period of study at the unit.
• To be responsible for ensuring compliance with Programme, University and national regulations on safety and ethics that are relevant to the research programme.
• To be responsible to the Director and Head of Department with respect to safety policy, rules and regulations, returns required by external organisations and disciplinary matters.
• To lead on the wider activities of the Institute and University, such as fundraising, PR, public engagement patron visits, school visits etc. It is anticipated that at least a day a year will be spent on public engagement.
• To provide effective people management by motivating, supervising and communicating with all members of the team. To include overall responsibility for laboratory management and compliance with good laboratory practice. On occasion provide mentorship to incoming scientists.
• To prepare the results of the units work for presentation as publications in journals and at national and international conferences, representing the unit locally, nationally and internationally.
• Undertaking any other duties consistent with the grade as requested by the MORU Director
Selection criteria

Essential

- Experienced research clinician (MRCP or equivalent) with significant experience of clinical research in the tropics
- Hold a postgraduate research degree
- Completed postgraduate training in infectious diseases, microbiology or other relevant specialty
- Excellent communication skills, particularly relating to Southeast Asian colleagues and institutions
- Significant experience of conducting clinical trials
- Willing to travel extensively in Southeast Asia and elsewhere
- Ability to work to tight deadlines

Desirable

- Teaching experience in a higher education institute;
- A track record of grants awarded in the relevant field;
- Experience with statistical analysis

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, while providing all our staff with a welcoming and inclusive workplace that enables everyone to develop and do their best work. Recognising that diversity is our strength, 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 2016/17 exceeded £564m and we rank first in the UK for university spin-
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outs, with more than 130 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.

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

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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.
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award in recognition of its efforts to introduce organisational and cultural practices that promote gender equality in SET and create a better working environment for both men and women.

For more information please visit: www.ndm.ox.ac.uk/working-for-ndm/aboutndmatheneswan/

Tropical Medicine and Global Health

Tropical Medicine and Global Health is a collection of research groups within the Nuffield Department of Clinical Medicine, University of Oxford, who are permanently based in Africa, Asia and Oxford. Our research ranges from clinical studies to behavioral sciences, with capacity building integral to all of our activities.

A significant body of our research is conducted at three Wellcome Trust Africa and Asia Programmes in Kenya, Thailand and Viet Nam with an increasing amount being conducted within the Centre in Oxford. Tropical Medicine also brings together a number of sister groups in Laos, Myanmar, Cambodia, Tanzania, Indonesia, the Democratic Republic of Congo and Nepal, as well as collaborators from around the world.

The Centre employs over 180 staff across Oxford, Southeast Asia and Africa and indirectly over 1500 local employees across its international Programmes. Our annual turnover for 2018/2019 is anticipated to be in the region of £50 million comprising external research funding and other funding.

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

Lao-Oxford-Mahosot Hospital-Wellcome Trust Research Unit (LOMWRU)

The Lao-Oxford-Mahosot Hospital-Wellcome Trust Research Unit (LOMWRU) conducts research on tropical infectious diseases and problems affecting populations in the Lao PDR (Laos). The results are intended to inform patient management and health policy in Asia and elsewhere.

LOMWRU is part of the MORU Tropical Health Network (the “MORU Network”), which has a research and administrative hub within the Faculty of Tropical Medicine at Mahidol
Centre for Tropical Medicine and Global Health

University in Bangkok (Mahidol Oxford Tropical Medicine Research Unit -- MORU). There is a strong scientific and administrative partnership between MORU and LOMWRU. Within the Network there are a number of other study sites and collaborations across Asia including Cambodia, Bangladesh, Myanmar and Viet Nam. LOMWRU is embedded within Ministry of Health, Lao PDR.

LOMWRU laboratory facilities include conventional microbiology, serology (ELISA, IFA), molecular (real-time PCR, conventional PCR and LAMP), MALDI-TOF and BSL3 laboratories for rickettsial and viral culture. These are embedded in the main internal medicine hospital for the country. We also collaborate with hospitals in remote Laos. The main focus is on defining the causes of fever, their clinical epidemiology and how they can be appropriately diagnosed and treated. We concentrate on rickettsial diseases, leptospirosis, meningitis and encephalitis, melioidosis, dengue and community-acquired septicaemia.

For further information please visit: http://www.tropicalmedicine.ox.ac.uk/lao-pdr

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 https://www.ox.ac.uk/about/jobs/professionalandmanagement/
https://www.ox.ac.uk/about/jobs/research/

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 also be asked to upload a CV and a supporting statement. The supporting statement must explain how you meet each of 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.
Centre for Tropical Medicine and Global Health

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/.

**Data Privacy**

Please note that any personal data submitted to the University as part of the job application process will be processed in accordance with the GDPR and related UK data protection legislation. For further information, please see the University’s Privacy Notice for Job Applicants at: www.admin.ox.ac.uk/councilsec/compliance/gdpr/privacynotices/job/. The University’s
Policy on Data Protection is available at: www.admin.ox.ac.uk/councilsec/compliance/gdpr/universitypolicyondataprotection/.

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/acrelretire8+.

For existing employees, any employment beyond the retirement age is subject to approval through the procedures: www.admin.ox.ac.uk/personnel/end/retirement/acrelretire8+.

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](http://www.club.ox.ac.uk) and [www.sport.ox.ac.uk/oxford-university-sports-facilities](http://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](http://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](http://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. For full details including how to apply and the costs, see [www.admin.ox.ac.uk/childcare](http://www.admin.ox.ac.uk/childcare).

Family-friendly benefits

The University subscribes to My Family Care ([www.admin.ox.ac.uk/personnel/staffinfo/benefits/family/mfc](http://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](http://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
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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/](http://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](http://www.admin.ox.ac.uk/personnel/staffinfo/benefits)