

Job description and selection criteria

Job title	Research Nurse for RoADPain Project
Division	Medical Sciences
Department	Nuffield Department of Women's & Reproductive Health
Location	Level 3, Women's Centre, John Radcliffe Hospital, Oxford OX3 9DU
Grade and Salary	Grade 6: £32,332 - £38,205 (with a discretionary range to £41,732) per annum
Hours	0.5 FTE (<i>applications for flexible working arrangements are welcomed and will be considered in line with business needs</i>)
Contract type	Fixed Term for 18 months This post is available from October 2023
Reporting to	Prof Katy Vincent
Vacancy reference	167876



The Post

Overview of the Role

Chronic pain is a major public health issue: up to 30% of people worldwide will experience pain lasting longer than 3 months and almost 28 million adults are affected in the UK. All domains of life are impacted by chronic pain, leading to psychological distress and a marked reduction in quality of life (QoL). There is also a substantial socioeconomic impact, for healthcare providers and for sufferers and their families. Unfortunately, once established, chronic pain is difficult to manage, frequently being unresponsive to standard analgesics and requiring a time-consuming and expensive multi-disciplinary approach. Despite such interventions many individuals suffer with pain for years. Ideally, therefore, we need to be able to identify individuals vulnerable to developing chronic pain and put in place strategies to prevent this occurring.

Being a woman is an important risk factor for developing chronic pain. Women are over-represented in almost all chronic pain conditions and this sex difference begins to emerge at puberty, suggesting that changes around this time may contribute to the increased risk of chronic pain developing. A key change at this time is the onset of menstruation (menarche). Periods are themselves painful for many adolescent and young women, with studies suggesting that 30-50% suffer with pain severe enough to disrupt their life during at least some of their periods. **RoADPain (Understanding the role of adolescent dysmenorrhoea as a risk factor for the transition to chronic pain)** aims to use both experimental and epidemiological approaches to understand the extent to which the experience of dysmenorrhoea during adolescence (a time when the nervous system is particularly plastic) is a risk factor for the development of chronic pain and determine the predominant pathways underlying this relationship.

The experimental study within RoADPain will recruit young people who menstruate aged between 11 – 20 years old. We will employ a variety of different methods to better understand whether pain-relevant systems are dysfunctional in the early years of menstruation in those with dysmenorrhoea. These include questionnaire measures, response to a variety of sensory stimuli, a non-invasive bladder filling paradigm and functional brain scans. As the research nurse on this project you will be responsible for leading recruitment to the study, screening potential participants and supporting the post-doctoral researcher with scheduling experimental visits. There will be the opportunity to work closely with the PPI members of the team to undertake educational visits in schools and other settings and to ensure the findings are disseminated appropriately to all relevant stakeholders.

This project is funded by the Medical Research Foundation as part of the UKRI Strategic Priorities Fund (SPF) Advanced Pain Discovery Platform (APDP), a co-funded initiative by UKRI (MRC, BBSRC, ESRC), Versus Arthritis, the Medical Research Foundation and Eli Lilly and Company Ltd. You will join a highly motivated research team from disparate backgrounds, including senior epidemiologists from Oxford and Exeter, neuroimagers, gynaecologist, child and adolescent psychiatrists, primary care doctor and PPI partner. There will be regular opportunities to discuss the progress of the project on teleconferences and face-to-face meetings. You will also be integrated into the APDP community and be able to access educational and career development opportunities through this network.

Responsibilities

- Lead on the recruitment to the RoADPain project
- Act as a point of reference for individuals enquiring about the research project
- Be responsible for initial screening of potential participants
- Facilitate the informed consent process (appropriate to age and understanding) and to provide ongoing information, education and support to participants
- Liaise and work with the University of Oxford Clinical Trials and Research Governance and Ethics Assurance team (RGEA) who act as study sponsor for a large number of studies and with the Research Service team.
- Work closely with the Health Research Authority and Research Ethics Committees who issue the regulatory approvals necessary for all research studies and trials
- Ensure regular attendance at departmental meeting i.e. termly meetings, involvement with departmental working groups and departmental away days
- Support the post-doctoral fellow leading the RoADPain experimental work to schedule experimental visits
- Attend experimental visits as the second member of the research team if required
- Work with the post-doctoral fellow to collect, process and store saliva samples collected during the project
- Assist the post-doctoral fellow if any clinical or safeguarding concerns arise
- Present project progress to the wider collaborative team at regular meetings and teleconferences
- Maintain accurate and up-to-date recruitment and screening logs, and make these available to other members of the team
- Evaluate and further develop recruitment strategies to ensure maximisation of recruitment to the study
- Support the preparation of ethics amendments as needed
- Work with the PPI members of the team to appropriately disseminate findings to all stake holders
- Assist in writing reports for the research sponsor and funder
- Contribute to the success of RoADPain by continued development of own skills and assisting others where required
- Provide guidance and support to PhD/DPhil students and other members of the group

- Work closely with all members of the Oxford Safer Pregnancy Research Unit and attend regular team meetings and the annual team away day
- Comply with local, departmental and university-wide safety regulations
- Willingness to work out of normal working hours (including weekends) if the requirements of the project demand
- Other duties as appropriate to the grade in support of the smooth running of the Nuffield Department of Women's & Reproductive Health.

Selection criteria

Applications will be judged only against the criteria that are set out below. Applicants should ensure that their application shows very clearly how their skills and experience meet these criteria within the supporting statement. This should describe, with specific examples, how you meet each item listed below. See <https://www.jobs.ox.ac.uk/cv-and-supporting-statement> for further guidance on writing an effective supporting statement; you should list each of the criteria in turn, and explain briefly how your skills and experience match these requirements.

Essential

1. A degree in nursing or midwifery with interest/experience in research studies
2. NMC-registered general midwife or nurse with an extensive midwifery or nursing background, including post-registration experience
3. Excellent communication skills, enthusiasm and a willingness to work closely and co-operatively with others
4. A pro-active attitude in problem identification and solving, and the development and improvement of study protocols
5. Ability to carefully follow written procedures and attention to detail in study management and recording results
6. A high level of organisational skills
7. Good IT skills
8. Reliability & flexibility
9. Ability to be flexible in organising working hours according to operational requirements (including ability and willingness to work on selected weekends) and willingness to travel to and work on different sites
10. No contraindications to entering the MRI environment (e.g. implanted pacemakers/metallic devices, previous gunshot injuries etc.)

Desirable

1. Experience working with adolescents
2. Experience working in pain
3. Experience working in women's health
4. Experience working in research
5. Experience recruiting in non-clinical environments e.g. schools, universities, social/community venues
6. Experience processing biological samples
7. Up-to-date Good Clinical Practice and safeguarding Training

Pre-employment screening

All offers of employment are made subject to standard pre-employment screening, as applicable to the post.

If you are offered the post, you will be asked to provide proof of your right-to-work, your identity, and we will contact the referees you have nominated. You will also be asked to complete a health declaration (so that you can tell us about any health conditions or disabilities so that we can discuss appropriate adjustments with you), and a declaration of any unspent criminal convictions.

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/.

How to apply

Applications are made through our e-recruitment system and you will find all the information you need about how to apply on our Jobs website <https://www.jobs.ox.ac.uk/how-to-apply>. You should list each of the criteria in turn, and explain briefly how your skills and experience match these requirements.

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

As part of your application you will be asked to 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 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). **Please note that if you do not upload a supporting statement, we will be unable to consider your application.**

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

All applications must be received by **midday** UK time 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 department(s).

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).

If you need help

Help and support is available from: <https://hrsystems.admin.ox.ac.uk/recruitment-support>

If you require any further assistance please email recruitment.support@admin.ox.ac.uk.

To return to the online application at any stage, please go to: www.recruit.ox.ac.uk.

Please note that you will receive an automated email from our e-recruitment system to confirm receipt of your application. **Please check your spam/junk mail** if you do not receive this email.

Assessment

It is anticipated that interviews for this post will take place on the week commencing 6th November 2023. You will be notified by Thursday 2nd November 2023 if you have been shortlisted for interview.

During the interview, you will be asked questions based around the selection criteria listed in this job description.

If you are selected for interview you will be invited to disclose any special requirements which we might need to consider in relation to the interview arrangements, for example, in the case of disability, access to facilities or equipment. These will not be taken into account in the selection process.

In advance of the interview, you will be asked to complete an online McQuaig Word Survey. You can read more about McQuaig at <https://mcquaig.co.uk/candidate-section/>.

You can find more information and guidance about the recruitment and selection process at the Nuffield Department of Women's & Reproductive Health at <https://www.wrh.ox.ac.uk/candidate-briefing>.

Important information for candidates

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: <https://compliance.admin.ox.ac.uk/job-applicant-privacy-policy>. The University's Policy on Data Protection is available at: <https://compliance.admin.ox.ac.uk/data-protection-policy>.

The University's policy on retirement

The University operates an Employer Justified Retirement Age (EJRA) for all academic posts and some academic-related posts. 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: <https://hr.admin.ox.ac.uk/the-ejra>

For **existing** employees, any employment beyond the retirement age is subject to approval through the procedures: <https://hr.admin.ox.ac.uk/the-ejra>

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.

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 and we rank first in the UK for university spin-outs, and in recent years we have spun out 15-20 new companies every year. 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.

Nuffield Department of Women's & Reproductive Health (NDWRH)

The Nuffield Department of Women's & Reproductive Health (NDWRH) is one of the largest and most successful academic departments in the world in its field. There are approximately 160 people working in the department, including senior academic staff, research support staff, clerical and technical staff, and graduate students (including clinicians) carrying out research towards a higher degree. There are also a number of visiting researchers from many parts of the world. The average annual income is approximately £10 million, of which over 75% comes from outside sources.

NDWRH encompasses multi-disciplinary research across the full spectrum of women's health. Our work has four overarching themes; Cancer, Global Health, Maternal & Fetal Health and Reproductive Medicine & Genetics. We focus on genetic studies, the dissection of molecular, biochemical and cellular mechanisms underlying normal and aberrant reproductive tissue function, and clinical studies in women's health, assisted reproduction and pregnancy, as well as growth and development across the first 1000 days of life.

The clinical and laboratory programmes are based in the Women's Centre, John Radcliffe Hospital; Weatherall Institute of Molecular Medicine; Winchester House, and the Big Data Institute, and there are collaborations with the School's Institutes, the University's Science Departments and with researchers outside Oxford, in both the UK and abroad, especially in low-middle income countries.

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

The University of Oxford is a member of the [Athena SWAN Charter](#) and holds an institutional Bronze Athena SWAN award. NDWRH holds a departmental Silver Athena 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.

Benefits of working at the University

Employee benefits

University employees enjoy 38 days' paid holiday, generous pension schemes, travel discounts, and a variety of professional development opportunities. Our range of other employee benefits and discounts also includes free entry to the Botanic Gardens and University colleges, and discounts at University museums. See <https://hr.admin.ox.ac.uk/staff-benefits>

University Club and sports facilities

Membership of the University Club is free for all University staff. The University Club offers social, sporting, and hospitality facilities. 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 <https://www.sport.ox.ac.uk/>.

Information for staff new to Oxford

If you are relocating to Oxfordshire from overseas or elsewhere in the UK, the University's Welcome Service website includes practical information about settling in the area, including advice on relocation, accommodation, and local schools. See <https://welcome.ox.ac.uk/>

There is also a visa loan scheme to cover the costs of UK visa applications for staff and their dependents. See <https://staffimmigration.admin.ox.ac.uk/visa-loan-scheme>

Family-friendly benefits

With one of the most generous family leave schemes in the Higher Education sector, and a range of flexible working options, Oxford aims to be a family-friendly employer. We also subscribe to My Family Care, a service that provides practical advice and support for employees who have caring responsibilities. The service offers a free telephone advice line, and the ability to book emergency back-up care for children, adult dependents and elderly relatives. See <https://hr.admin.ox.ac.uk/my-family-care>

The University has excellent childcare services, including 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 <https://childcare.admin.ox.ac.uk/>

Disabled staff

We are committed to supporting members of staff with disabilities or long-term health conditions. For further details, including information about how to make contact, in confidence, with the University's Staff Disability Advisor, see <https://edu.admin.ox.ac.uk/disability-support>

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 <https://edu.admin.ox.ac.uk/networks>

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 settle into Oxford, and provides them with an opportunity to meet people and make connections in the local area. See www.newcomers.ox.ac.uk.