

<b>Job title</b>	Assay Development and Screening Team Leader
<b>Division</b>	Medical Sciences
<b>Department</b>	Nuffield Department of Medicine
<b>Location</b>	Centre for Medicines Discovery, NDM Research Building, Old Road Campus, Headington, Oxford, OX3 7FZ
<b>Grade and salary</b>	Research Grade 8: £48,235 - £57,255 with a discretionary range to £62,407 (pro rata). This is inclusive of a pensionable Oxford University Weighting of £1,500 per year (pro rata).
<b>Hours</b>	Full time
<b>Contract type</b>	Fixed-term contract until 30 April 2026 Funding is provided by the ARUK
<b>Reporting to</b>	Emma Murphy, Head of Biology
<b>Vacancy reference</b>	173414

<b>Additional information</b>	This role meets the eligibility requirements for a Skilled Worker Certificate of Sponsorship under UK Visas and Immigration legislation, but eligibility will depend on the chosen candidate's details so, if a visa is required, this will be determined once the selection has been completed.
<b>About us</b>	<ul style="list-style-type: none"> <li>University of Oxford - <a href="http://www.ox.ac.uk/about/organisation">www.ox.ac.uk/about/organisation</a></li> <li>Nuffield Department of Medicine (NDM) - <a href="https://www.ndm.ox.ac.uk">https://www.ndm.ox.ac.uk</a></li> <li>Unit - <a href="http://www.cmd.ox.ac.uk">www.cmd.ox.ac.uk</a></li> </ul>
<b>What we offer</b>	<a href="https://hr.admin.ox.ac.uk/staff-benefits">https://hr.admin.ox.ac.uk/staff-benefits</a> <ul style="list-style-type: none"> <li>An excellent contributory pension scheme</li> <li>38 days annual leave</li> <li>A pensionable Oxford University Weighting allowance of £1,500 per annum (pro rata)</li> <li>A comprehensive range of childcare services</li> <li>Family leave schemes</li> <li>Cycle loan scheme</li> <li>Discounted bus travel and Season Ticket travel loans</li> <li>Membership to a variety of social and sports clubs</li> <li>A welcoming and diverse community</li> </ul>

## The role

The Alzheimer's Research UK Oxford Drug Discovery Institute (ARUK-ODDI) is a member of the Alzheimer's Research UK-funded Dementia Discovery Alliance (DDA) - a successful trilogy of institutes (alongside UCL and Cambridge) translating cutting-edge academic innovations into medicines for patients living with neurodegenerative diseases. Since being established in 2016, the DDA has evaluated over 60 drug targets, set up over 249 strategic collaborations, received over £26M in external grants and spun out a biotechnology company.

The research at the ARUK-ODDI is headed by Dr Emma Mead and is focused on molecular mechanisms underpinning innate immunity and organelle homeostasis, which have been revealed by human genetics studies to be hot-spots that harbour many risk alleles for Alzheimer's and Parkinson's disease. Our mission is to de-risk novel therapeutic approaches so that they are fit for further discovery investment. Consequently, we work closely with pharma and biotech companies and operate industry-style project teams to deliver our target validation and translational goals.

Reporting to the ODDI Head of Biology, Dr Emma Murphy, you will lead a research group specialising in assay development and screening technologies. Working closely with other team leaders within a larger biology team, you will be responsible for the development and execution of screening cascades as part of multidisciplinary early drug discovery projects. You will be responsible for maintaining a team deploying state-of-the-art technologies, providing day-to-day supervision for research assistants and postdoctoral research assistants employed within the team, and liaising with collaborating groups working together on the ODDI's drug discovery projects. You will have an affinity for laboratory based experimental work, expertise in pharmacology, ligand binding and enzyme kinetics, assay development and high throughput screening methodologies, together with a record of success in an academic or pharmaceutical research setting.

For further information about the ARUK-ODDI see <https://www.cmd.ox.ac.uk/research/the-alzheimers-research-uk-oxford-drug-discovery-institute>

## Responsibilities

You will:

- Operate and maintain a team of assay and screening scientists employing state-of-the-art technology to develop assays required for large compound screens and lead optimisation, in support of the ODDI's drug discovery activities. Implement new technologies as appropriate to the group objectives.
- Be responsible for the training and development of team scientists, supervising day to day activity in accordance with project team objectives and priorities. To ensure that the training of staff keeps pace with developing technology, evaluating new technology (hardware or methodology), costing and implementing as appropriate.
- Manage the allocation of team resources in support of different projects. Agree clear task objectives, organise, and delegate work to other members of the team and coach other members of the group on specialist methodologies or procedures.
- Share responsibility for shaping the research group's plans and the writing of group-funding applications for new research projects.
- Manage capital expenditure and instrument maintenance costs to ensure a maintained facility and minimum down-time due to instrument failure.
- Lead drug discovery projects, taking responsibility for constructing and executing a project plan in conjunction with other members of the ODDI and relevant academic or industrial



collaborators. Taking on responsibility for the organisation of project team meetings and both informal and formal reports required by the collaborative contracts.

- Contribute to communications and reporting with the ARUK and other funding bodies at formal reviews and represent the research group at external meetings/seminars.
- Expand the scientific profile of the ODDI in the drug discovery community and the assay and screening expert network, through publications and participation in the organisation of workshops and conferences.
- Act as an ambassador for our ARUK and other funders via public outreach and scientific conferences.
- Participate in and support the public engagement and widening access activities of the Department and the University. This is anticipated to be not more than 2 days per year.
- Undertake mandatory training as required by the University, Division and Department. The specific list of training courses may change from time-to-time, in response to both legal and internal University requirements.

## Selection criteria

### Essential

- Hold a relevant PhD/DPhil in Biochemistry/Biology or Neuroscience.
- Post-qualification research experience in early drug discovery.
- A strong record of delivery in the field of protein biochemistry, assay development and screening. Familiarity with the existing literature and research in the field.
- A presence in the UK assay and screening technology network.
- Experience of both team and project leadership with direct line management duties.
- Possess sufficient specialist knowledge in the discipline to independently develop research projects and methodologies, with evidence of practical successes in innovative assay development and troubleshooting, including the delivery of screens involving >10k compounds.
- Ability to independently plan and manage several parallel research projects including the supervision and management of team resources in support of multiple projects.
- Technical expertise encompassing the mechanistic details of assay formats, different types of measurement platforms, competing instrument manufacturers, data handling software and electronic laboratory notebooks.
- Experience of providing a timely repeat scientific service to a project team, providing clear and concise reports, including written and oral, demonstrating good communication skills. Experience of electronic data handling, statistical analysis packages and electronic lab notebooks.

### Desirable

- Experience of related scientific disciplines, eg. cell biology, protein purification and structure/function.
- Experience of managing a budget and or evaluating technologies and balancing cost/benefit of different competing technologies.
- Experience of writing grant applications.



# Pre-employment screening

## Standard checks

If you are offered the post, the offer will be subject to standard pre-employment checks. You will be asked to provide: proof of your right-to-work in the UK; proof of your identity; and (if we haven't done so already) 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 for which you may need us to make appropriate adjustments.

Please read the candidate notes on the University's pre-employment screening procedures at: <https://www.jobs.ox.ac.uk/pre-employment-checks>

## Hazard-specific / Safety-critical duties

This job includes hazards or safety-critical activities. If you are offered the post, you will be asked to complete a health questionnaire which will be assessed by our Occupational Health Service, and the offer of employment will be subject a successful outcome of this assessment.

The hazards or safety-critical duties involved are as follows:

- Lone Working
- Work in hot or cold environments
- Work with any substance which has any of the following pictograms on their MSDS:



## 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>.

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.

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). 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. Please note using a long file name may prevent you from uploading your documents.

- [http://www.ox.ac.uk/about\\_the\\_university/jobs/research/](http://www.ox.ac.uk/about_the_university/jobs/research/)

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

If you currently work for the University please note that:

- As part of the referencing process, we will contact your current department to confirm basic employment details including reason for leaving.
- Although employees may hold multiple part-time posts, they may not hold more than the equivalent of a full time post. If you are offered this post, and accepting it would take you over the equivalent of full-time hours, you will be expected to resign from, or reduce hours in, your other posts(s) before starting work in the new post.

## 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

Application FAQs, including technical troubleshooting advice is available at: <https://staff.web.ox.ac.uk/recruitment-support-faqs>. Non-technical questions about this job should be addressed to the recruiting department directly [recruitment@ndm.ox.ac.uk](mailto:recruitment@ndm.ox.ac.uk)

To return to the online application at any stage, please go to: [www.recruit.ox.ac.uk](http://www.recruit.ox.ac.uk).

Please note that you will receive an automated email from our online recruitment portal to confirm receipt of your application. **Please check your spam/junk mail** if you do not receive this email. 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 very senior research posts at **grade RSIV/D35 and clinical equivalents E62 and E82**, which with effect from 1 October 2023 will be 30 September before the 70<sup>th</sup> birthday. The justification for this is explained at: <https://hr.admin.ox.ac.uk/the-ejra>.

For **existing** employees on these grades, 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 other grades 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.

