



NUFFIELD DEPARTMENT OF
CLINICAL NEUROSCIENCES

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UNIVERSITY OF
OXFORD

Job title	Research Assistant in Sleep Medicine
Division	Medical Sciences Division
Department	Nuffield Department of Clinical Neurosciences (NDCN)
Location	Dorothy Crowfoot Hodgkin Building, South Parks Road, Oxford, OX1 3QU
Grade and salary	Grade 6: £33,832 – £39,705 per annum
Hours	Full time
Contract type	Fixed-term for 18 months
Reporting to	Professor Simon Kyle, Dr Rachel Sharman
Vacancy reference	175654

Research topic	Sleep Medicine
Principal Investigator / supervisor	Professor Simon Kyle
Project team	https://oxfordhealthbrc.nihr.ac.uk/research/better-sleep/
Project web site	https://www.ndcn.ox.ac.uk/team/simon-kyle
Funding partner	The funds supporting this research project are provided by Oxford Health Biomedical Research Centre (OH BRC) Better Sleep theme
Recent publications	<p>Meyer N, Lok R, Schmidt C, Kyle SD, McClung CA, Cajochen C, Scheer FAJL, Jones MW, Chellappa SL. The sleep-circadian interface: A window into mental disorders. Proc Natl Acad Sci U S A. 2024 Feb 27;121(9):e2214756121. doi: 10.1073/pnas.2214756121. Epub 2024 Feb 23. PMID: 38394243; PMCID: PMC10907245.</p> <p>Kyle SD et al. Clinical and cost-effectiveness of nursedelivered sleep restriction therapy for insomnia in primary care (HABIT): a pragmatic, superiority, open-label, randomised controlled trial. Lancet. 2023 Sep 16;402(10406):975-987. doi: 10.1016/S0140- 6736(23)00683-9. Epub 2023 Aug 10.</p>



	<p>Schiell, J.E., Tamm, S.,.....Kyle, S.D.*, Spiegelhalter, K*. Associations between sleep health and amygdala reactivity to negative facial expressions in the UK Biobank cohort (n=25,758). <i>Biological Psychiatry</i> 2022; 92: 693-700. https://doi.org/10.1016/j.biopsych.2022.05.023</p> <p>Maurer, L.F., Espie, C.A., Omlin, X., Emsley, R., Kyle, S.D. The effect of sleep restriction therapy for insomnia on sleep pressure and arousal: a randomized controlled mechanistic trial. <i>SLEEP</i> 2022; 45(1): zsab223. https://doi.org/10.1093/sleep/zsab223</p> <p>Reid MJ, Omlin X, Espie CA, Sharman R, Tamm S, Kyle SD. The effect of sleep continuity disruption on multimodal emotion processing and regulation: a laboratory-based, randomised, controlled experiment in good sleepers. <i>J Sleep Res.</i> 2023 Feb;32(1):e13634. doi: 10.1111/jsr.13634. Epub 2022 May 16. PMID: 35578403.</p>
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The role

We are seeking a motivated and enthusiastic Research Assistant to join the Experimental and Clinical Sleep Medicine group within the Nuffield Department of Clinical Neurosciences. We conduct human experimental and clinical studies on sleep and disorders of sleep with the aim of understanding their pathophysiology and treatment. The post is funded by [Oxford Health Biomedical Research Centre \(OH BRC\) Better Sleep theme](#). As a theme member the post holder will benefit from exciting opportunities for training and career development, which may prepare the post holder to apply for a PhD/DPhil.

The post holder will provide research support to a range of laboratory-based and experimental sleep/circadian intervention studies. Principal duties include: supporting participant recruitment and assessments; data collection, scoring, and analysis; scheduling over-night sleep studies; preparing manuscripts for publication; supporting patient and public involvement activities and other OH-BRC activities (for example, helping with the collation of information for the annual report).

Responsibilities

- Manage own research and administrative activities, within guidelines provided by senior colleagues.
- Support participant recruitment and assessment (e.g., polysomnography set-up, salivary melatonin, computerised tasks) according to standardised protocols.
- Organise over-night sleep studies, including scheduling of research participants and over-night staff.
- Work non-standard hours (e.g., late evenings, weekends) and occasional overnights to meet study protocol requirements.
- Contribute to wider project planning, including ideas for new research projects.



- Contribute to the design of research materials and make arrangements for data gathering.
- Represent the research group at external meetings/seminars, either with other members of the group or alone.
- Contribute to research publications, book chapters and reviews.
- Gather, analyse, and present data.
- Undertake other duties in the department from time to time as determined commensurate with the grade and responsibilities of this post, and any other reasonable request.

Selection criteria

Essential selection criteria

- Hold a MSc (or equivalent) in psychology, neuroscience, or related discipline, together with some relevant sleep/circadian research experience.
- Ability to manage own research and administrative activities.
- Excellent communication skills, including the ability to write text that can be published, present data at conferences, and represent the research group at meetings.
- Strong analytical skills (e.g. competent working with statistical software packages).

Desirable selection criteria

- Desire to pursue a PhD/DPhil in neuroscience.
- Experience of EEG and/or polysomnographic sleep evaluation.
- Experience of contributing to research publications.
- Experience of working with clinical populations.
- Experience of sleep/circadian interventions.

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. If you have previously worked for the University we will also verify key information such as your dates of employment and reason for leaving your previous role with the department/unit where you worked. 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:

- Night working (11pm-6am)
- Working with blood, human products and human tissues

Additional security pre-employment checks

This job includes duties that will require additional security pre-employment checks:

- A satisfactory enhanced Disclosure and Barring Service check due to contact with patients.

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.

Medical Sciences Division

The Medical Sciences Division is an internationally recognized centre of excellence for biomedical and clinical research and teaching, and 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 visit: www.medsci.ox.ac.uk

The Nuffield Department of Clinical Neurosciences

The Nuffield Department of Clinical Neurosciences (NDCN), led by Prof Kevin Talbot, has over 400 staff and 150 postgraduate students. NDCN has an established research and teaching portfolio with a national and international reputation for excellence.

NDCN is based in high quality research and clinical facilities in the West Wing of the John Radcliffe Hospital, alongside the Department's world-class Wellcome Centre for Integrative Neuroimaging (WIN) and the Weatherall Institute of Molecular Medicine (which houses 3 of our research groups), and provides the ideal facilities to translate research from bench to bedside. In keeping with the award of NIHR Comprehensive Biomedical Research Centre status, to a partnership between Oxford University and the Oxford Radcliffe Hospitals NHS Trust, we have developed a highly integrated and interdisciplinary environment in which research, teaching, clinical training and clinical care interact. This enables us to establish new approaches to the understanding, diagnosis and treatment of brain diseases. To this end the Department fosters collaborations worldwide and warmly welcomes visiting scientists, clinical fellows and students. The Department comprises six sections:

For more information visit: www.ndcn.ox.ac.uk

Medical Research Council Brain Network Dynamics Unit

The MRC BNDU is directed by Professor Peter Magill and is exceptionally multidisciplinary, integrating research programmes that span clinical, experimental and computational neuroscience. The Unit's collective goal is to understand and exploit the moment-to-moment interactions between nerve cells that are critical for brain functions, with a special focus on the brain circuits underlying movement and memory.

For more information visit: www.mrcbndu.ox.ac.uk

Nuffield Division of Anaesthesia

NDA is led by Associate Professor Andrew Farmery. The NDA is committed to the development and maintenance of internationally competitive research programmes in pain and consciousness; respiration and hypoxia; adult and neuro-intensive care; simulation and human factors training.

For more information visit www.nda.ox.ac.uk

Division of Clinical Neurology

DCN is led by Professor David Bennett. DCN is committed to the development of research programs that improve understanding of the nervous system in health and disease.

For more information visit www.dcn.ox.ac.uk

The Wellcome Centre for Integrative Neuroimaging (WIN)

WIN is a multi-disciplinary neuroimaging research facility led by Heidi Johansen-Berg. WIN aims to bridge the gap between laboratory neuroscience and human health, by performing multi-scale studies spanning from animal models through to human populations. It focuses on the use of Magnetic Resonance Imaging (MRI) for neuroscience research, along with related technologies such as Transcranial Magnetic Stimulation, transcranial Direct Current Stimulation, MEG and EEG. WIN has core locations at the John Radcliffe Hospital (FMRIB), Warneford Hospital (OHBA) and University Science area (BSB).

For more information visit www.win.ox.ac.uk



Nuffield Laboratory of Ophthalmology

NLO is led by Professor Russell Foster, who leads the Sleep & Circadian Neuroscience Institute. NLO pursues scientific and clinical research into a range of areas related to vision, the eye and circadian neuroscience.

For more information visit www.nlo.ox.ac.uk

Centre for the Prevention of Stroke & Dementia

CPSD is led by Professor Peter Rothwell. The centre carries out research that increases understanding of the causes of cerebrovascular disease. Its aims are to improve prevention of stroke and dementia by earlier diagnosis, more reliable prognostication, and more effective use of existing preventive treatments in routine clinical practice.

For more information visit www.cpsd.ox.ac.uk

Working at NDCN

NDCN actively promotes a healthy work life balance amongst employees through a number of family friendly policies. See <https://hr.admin.ox.ac.uk/staff-benefits> for further information.

The University of Oxford is a member of the [Athena SWAN Charter](#) and holds an institutional Bronze Athena SWAN award. The Department of Clinical Neurosciences holds a departmental Silver Athena award in recognition of its efforts to introduce organisational and cultural practices that promote advancement of gender equality: representation, progression and success for all.

How to apply

Applications are made through our online recruitment portal. Information about how to apply is available on our Jobs website <https://www.jobs.ox.ac.uk/how-to-apply>.

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 upload all documents **as PDF files** with your name and the document type in the filename. (*Customise this statement to confirm the document(s) you would like the applicant to attach, but make sure that you keep the reference to PDF.*)

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

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@ndcn.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 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** of 30 September before the 70th 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.



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 dependants. 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 the Work+Family Space, 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.

Oxford Research Staff Society (OxRSS)

A society run by and for Oxford University research staff. It offers researchers a range of social and professional networking opportunities. Membership is free, and all researchers employed by Oxford University are welcome to join. Subscribe at researchstaff-subscribe@maillist.ox.ac.uk to join the mailing list to find out about upcoming events and other information for researchers, or contact the committee on committee@oxrss.ox.ac.uk. For more information, see www.ox.ac.uk/oxrss, Twitter @ResStaffOxford, and Facebook www.facebook.com/oxrss.

