

RESEARCH ASSISTANT



Job Title:	Research Assistant
Department:	Department of Disease Control
Faculty:	Faculty of Infectious and Tropical Diseases
Location:	EPHI (Addis Ababa, Ethiopia)
FTE:	1.0
Grade:	5
Accountable to:	Head of Department through Bilal Avan
Job Summary:	The post-holder will be based in Ethiopia, and will coordinate action research on - a district-level data-sharing, evidence-based decision-making, planning and resource allocation initiative, known as the Data-Informed Platform for Health (DIPH) and aiming to promote Maternal, Newborn and Child Health.

GENERAL INFORMATION

The London School of Hygiene & Tropical Medicine

The London School of Hygiene & Tropical Medicine is a world-leading centre for research and postgraduate education in public and global health. Our mission is to improve health and health equity in the UK and worldwide; working in partnership to achieve excellence in public and global health research, education and translation of knowledge into policy and practice.

Founded in 1899, the School has expanded in recent years at its two main sites on Keppel Street and Tavistock Place. Our staff, students and alumni work in more than 150 countries in government, academia, international agencies and health services. Research income has grown to more than £140 million per year from national and international funding sources including UK government and research councils, the European Union, the Wellcome Trust, Gates Foundation and other philanthropic sources. The School's multidisciplinary expertise includes clinicians, epidemiologists, statisticians, social scientists, molecular biologists and immunologists, and we work with partners worldwide to support the development of teaching and research capacity.

Our education provision has expanded to more than 1,000 London-based Master's and Research students, 3,000 studying postgraduate courses by distance learning, and 1,000 each year on short courses and continuous professional development. Our free online courses (Moocs) are studied by more than 55,000 participants globally.

The School performs strongly in various global university league tables. In the 2018 Shanghai World Ranking we placed 151-200 overall, and ranked 3rd in public health, 40th in clinical medicine, and 76th in human biology. In the US News Best Global Universities Ranking 2019, we ranked ninth in the UK overall and 13th in the world in the fields of social sciences and public health. We ranked 21st for medicine in the 2018 QS World University Rankings.

In 2017, the inaugural Center for World University Rankings by Subject placed LSHTM first in the world for tropical medicine research, second for parasitology and seventh for infectious diseases, public, environment and occupational health, and social sciences and biomedical. LSHTM ranked first in Europe for research impact in sciences, based on its proportion of publications that belong to the top 1% most frequently cited publications, in the 2018 CWT Leiden Ranking.

LSHTM was named University of the Year 2016 by Times Higher Education and awarded a Queen's Anniversary Prize for Higher and Further Education in 2017 in recognition of our response to the 2014 Ebola epidemic in West Africa. (LSHTM does not appear in the Times Higher Education World University Rankings as universities are excluded if they do not teach undergraduates).

We seek to foster and sustain a creative and supportive working environment based upon an ethos of respect and rigorous scientific enquiry. We embrace and value the diversity of our staff and student population and seek to promote equality as an essential element in contribution to improving health worldwide.

Faculty of Infectious and Tropical Diseases

The Faculty of Infectious and Tropical Diseases encompasses all of the laboratory-based research in the School as well as that on the clinical and epidemiological aspects of infectious and tropical diseases. It is headed by Brendan Wren, who is **Professor of Microbial Pathogenesis**. The range of disciplines represented in the faculty is very broad and inter-disciplinary research is a feature of much of our activity. The spectrum of diseases studied is wide and there are major research groups with a focus on malaria, tuberculosis, HIV/AIDS and other sexually transmitted diseases, vaccine development and evaluation, and vector biology and disease control. The Faculty is organised into four large research departments comprising: Pathogen Molecular Biology, Immunology and Infection, Disease Control, and Clinical Research. There is close interaction between scientists in different research teams. The Faculty has strong overseas links, which provide a basis for field studies and international collaborations in developed and developing countries. The teaching programme includes MSc courses, taught in-house and by distance learning, which are modular in structure, a variety of short-courses and an active doctoral programme (PhD and DrPH). For further information on the Faculty see: <http://www.lshtm.ac.uk/itd/index.html>.

Department of Disease Control (Head: Professor James Logan)

The Department of Disease Control is a multidisciplinary, cross-cutting department, operating in a global context and committed to excellence in research, innovation, learning and engagement. We have an outstanding reputation for internationally competitive research and teaching excellence, with demonstrable impact in the control of diseases, worldwide. Our diverse scientific staff comprises entomologists, epidemiologists, mathematical modellers, geographers, public health engineers, hygiene specialists, social scientists, engineers, statisticians and clinical scientists. We also have a strong team of project administrators, coordinators, managers, and communication specialists, who provide expert support to our research programmes in the UK and overseas. We are a highly collaborative Department, with extensive partnerships and collaborations with researchers from many countries and organisations around the world, as well as internally, with multiple School Departments. Our work cuts across several School Centres such as the Vaccine Centre, the Malaria Centre, Centre for Evaluation and the MARCH Centre.

Our staff play influential roles as consultants and key advisors to organisations including the WHO, CDC, Malaria Consortium, Public Health England, Department of Health, DFID, Bill and Melinda Gates Foundation, the Royal Society, Research Councils, Academy of Medical Sciences, the World Bank, Governments and private sector manufacturers and innovators, amongst many others. Our range of expertise provides us with an impressive set of tools for addressing the control of diseases that are insect-borne, water-borne or associated with poor hygiene – mostly in low- and middle-income countries. Much of our research is directed at current health policy issues and addressing gaps between policy and practice.

Teaching

The School offers 18 one year full-time taught courses leading to the Master of Science (MSc) degree of the University of London and the Diploma of the London School of Hygiene and Tropical Medicine (DLSHTM). The Faculty of Infectious and Tropical Diseases runs or contributes substantially to ten of these courses and the “Immunology of Infectious Diseases” course is run from within the Department of Immunology and Infection. In addition, the Faculty is responsible for the three-month Diploma in Tropical Medicine and Hygiene (DTM&H), the Diploma in Tropical Nursing and offers a range of specialist short courses lasting usually one or two weeks. Six MSc courses are also offered by Distance Learning, including one on Infectious Diseases.

Research Training

The School offers two doctoral training programmes. The MPhil/PhD degrees are designed for those who wish to go on to a full time research career. The DrPH is directed towards those who expect their careers to be more in the practice of public health.

Project Information

The Informed Decisions for Actions in Maternal and Newborn Health project (IDEAS) aims to improve the health and survival of mothers and babies through generating evidence to inform policy and practice in Ethiopia, Nigeria and India. IDEAS uses measurement, learning and evaluation to find out what works, why and how in maternal and newborn health programmes. IDEAS is funded by a grant from the Bill & Melinda Gates Foundation to the London School of Hygiene & Tropical Medicine. Dr Tanya Marchant is the principal investigator of IDEAS, and the multi-disciplinary research team belong to all three faculties at the School.

One of IDEAS research themes is supporting local decision-making. One initiative of this theme is the Data-Informed Platform for Health (DIPH), which aims to improve the administration of Maternal and Newborn Child Health programmes and services at the district level. The DIPH brings together a variety of stakeholders into a single platform, facilitating their deliberation on, and understanding and use of, key district-level data. The approach is embedded in existing decision-making procedures at the district level, and adds a structured process of coordination between different government departments and other stakeholders, who share data formally for evidence-based decision-making, planning and resource allocation. A prototype DIPH has been concluded in India. We aim to use an action-research approach to adapt, implement and evaluate the DIPH in Ethiopia.

In Ethiopia, Professor Lars-Ake Persson leads a group of LSHTM staff based at Ethiopian Public Health Institute (EPHI) in Addis Ababa, including staff working on the IDEAS project. In London, Dr Bilal Avan leads the DIPH work within IDEAS.

The portfolio of duties outlined below will vary in accordance with the detailed expectations of the role (attached), which may be varied from time to time, and agreed at your annual Performance and Development Review (PDR).

JOB DESCRIPTION

Main Activities and Responsibilities

KNOWLEDGE GENERATION

- To undertake high quality research as directed by your line manager, including contributing to drafting grant proposals and peer-reviewed and other outputs;
- To support the administration of projects linked to your employment, helping ensure compliance with good practice in relation to the conduct of research, the ethics policy, and other relevant School policies;
- To be responsible for the day-to-day management of DIPH activities, including training, field support, monitoring, data-management, and collaboration with Ethiopian Federal Ministry of Health and other research groups, working closely with the country team lead by Lars-Ake Persson and the London-based under the leadership of Bilal Avan.
- The position also may include some activities in the other LSHTM projects
- To take a leading role in drafting and disseminating reports, and participate in consultations, make presentations at scientific conferences and other dissemination fora.

EDUCATION

1. To participate in some aspects of the School's Education Programme or educational outreach activities;
2. To participate in the teaching programme of the Faculty of of Infectious and Tropical Diseases, including acting as an academic supervisor for MSc students.

INTERNAL CONTRIBUTION

1. To undertake activities that support the Department, Faculty or the School;
2. To participate in the School's PDR process;
3. To liaise with other LSHTM staff, outside the immediate work team, to help build up expertise in the discipline of Maternal and Child Health, and health-system research.
4. To contribute to the activities of the School's Centre for Evaluation, and those of the Maternal, Adolescent, Reproductive and Child Health (MARCH) Centre and LSHTM Ethiopia interest group.

EXTERNAL CONTRIBUTION

1. To demonstrate good external citizenship by supporting the external academic and practice communities;
2. To liaise effectively with other key agencies involved, including relevant Ethiopian ministries, donor organisations and affiliated technical experts in order to ensure that the project works cooperatively with stakeholders.

PROFESSIONAL DEVELOPMENT & TRAINING

1. To keep up-to-date with the latest research / thinking in your academic field and with changes to pedagogic practice within the School and more generally;

2. To undertake and successfully complete the mandatory training required by the School as appropriate to the role;

GENERAL

All academic staff are free within the law to question and test received wisdom, and put forward new ideas and controversial or unpopular opinions, to enable the School to engage in research and promote learning to the highest possible standards.

All staff at LSHTM are also expected to:

1. Act at all times in the School's best interests;
2. Treat School staff, students and visitors with courtesy and respect at all times;
3. Comply fully with School policies, procedures and administrative processes relevant to the role;
4. Uphold and support the School's values (as set out in the School Strategy document);
5. Act as ambassadors for the School when hosting visitors or attending external events;

The above list of duties is not exclusive or exhaustive and the role holder will be required to undertake such tasks as may reasonably be expected within the scope and grading of the role.

Role descriptions should be regularly reviewed to ensure they are an accurate representation of the role.

[MAY 2018]

PERSON SPECIFICATION

This form lists the essential and desirable requirements needed by the post holder to be able to perform the job effectively.

Applicants will be shortlisted solely on the extent to which they meet these requirements.

ESSENTIAL CRITERIA:

1. A Master's degree in public health or a related discipline
2. Experience of working with Ethiopian health systems
3. Documented experience of managing teams and research projects
4. Excellent interpersonal skills including the ability to establish and maintain effective working relationships with the ability to communicate and negotiate at all levels
5. Evidence of writing research reports and scientific publications
6. Demonstrated ability to work independently and as part of an interdisciplinary team
7. Proven ability to communicate effectively in English both verbally and written
8. Ability to fluently speak and read Amharic
9. Willingness and ability to live and travel within Ethiopia
10. Willing and able to attend events in London from time to time

DESIRABLE CRITERIA

1. Experience of teaching or providing professional training
2. Experience of working with health system decision-makers or other research users

SALARY AND CONDITIONS OF APPOINTMENT

This full-time post is funded by the Bill and Melinda Gates Foundation for the period from 18th March 2019 to 30th June 2020. The salary will be on the Academic Grade 5 scale in the range £34,238 - £39,304 per annum (inclusive of London Weighting). The post will be subject to the LSHTM terms and conditions of service. Annual leave entitlement is 30 working days per year, pro rata for part time staff. In addition to this there are discretionary "Director's Days". Membership of the Pension Scheme is available.

Applications should be made online via our website at <http://jobs.lshtm.ac.uk>. Applications should also include the names and email contacts of 2 referees who can be contacted immediately if shortlisted. Online applications will be accepted by the automated system until 10pm of the closing date. Any queries regarding the application process may be addressed to jobs@lshtm.ac.uk. Please quote reference ITD-DCD-2019-02.

The supporting statement section should set out how your qualifications, experience and training meet each of the selection criteria. Please provide one or more paragraphs addressing each criterion. The supporting statement is an essential part of the selection process and thus a failure to provide this information will mean that the application will not be considered. An answer to any of the criteria such as "Please see attached CV" will not be considered acceptable. Please note that if you are shortlisted and are unable to attend on the interview date it may not be possible to offer you an alternative date.

Date compiled: May 2018

Academic Expectations: Research Assistant

Examples of expected types of activities are listed; the selection of activities will vary from year to year and not all activities in each category would necessarily be done in any one year. The statement in each shaded heading summarises the general expectations for contributions in each category. Given the nature of employment as a Research Assistant, it is expected that most activity will focus on knowledge generation, but some activity in other areas is desirable and will be required for career progression.

Knowledge generation: High quality support for, and contribution to, research
<i>Research and scholarship</i> <ul style="list-style-type: none">• Undertaking research, as directed by line manager• Contributions to funding applications including supporting more senior staff in completing applications• Contributing to peer-reviewed outputs as expected by the subject area/discipline in terms of types of output• Poster/oral presentations at conferences• Social media contributions such as twitter, blogs, web-based media or webinars <i>Doctoral degree supervision</i> <ul style="list-style-type: none">• None expected though involvement in advisory activities/roles or provision of practical skills training is encouraged where relevant <i>Research management, leadership and support</i> <ul style="list-style-type: none">• Effective management of own time and activities• Supporting the administration of projects he/she is employed on, eg taking meeting minutes <i>Professional development</i> <ul style="list-style-type: none">• Appropriate courses and other development activities, referenced to RDF• Especially for or lab-based disciplines: to apply for and undertake a doctoral degree (if not already acquired), if contract and funding source permit.
Education: Participation in educational activities¹
<i>Teaching and assessment</i> <ul style="list-style-type: none">• Limited participation in some aspects of the School's Education Programme or education outreach activities e.g. contributions to taught courses, research methods training, mentoring school pupils on outreach programmes <i>Educational development and innovation</i> <ul style="list-style-type: none">• Limited contributions to educational innovations or developments, e.g. helping to update the content or delivery of a course or module <i>Educational leadership and management</i> <ul style="list-style-type: none">• None expected <i>Professional development</i> <ul style="list-style-type: none">• Formal study/training and/or other activities that develop educational knowledge and expertise, referenced to UKPSF
Internal contribution: Support to the academic environment in the Department or beyond
<i>Internal citizenship</i> <ul style="list-style-type: none">• Supporting Department/Faculty/Centre/School events or special interest groups; organising seminars/lab meetings/journal clubs; group or departmental social organising; support to Athena Swan activities; support to external partnerships <i>General leadership and management roles</i> <ul style="list-style-type: none">• None expected
External contribution: Support to the external academic community

¹it is accepted that some RA roles and/or funding make it difficult to give time to Educational activities, but some degree of engagement is encouraged

External citizenship

- Involvement in journal or book reviews, if opportunities arise
- Sharing examples of good practice (e.g. contributing to discipline-specific interest group or professional bodies)

Knowledge translation and enterprise: not expected but options include

- Collection of evidence of research impact for impact case studies (e.g. policy records, correspondence with policy makers, media highlights)
- Engagement with policy/practice/industry/NGO communities and with the general public