

Job Description: Research Assistant in Evidence Synthesis

Faculty:	Faculty of Medicine, Health and Life Sciences
Department/Subject:	Swansea Centre for Health Economics
Salary:	Grade 7: £32,982 to £37,099 per annum together with USS pension benefits
Hours of work:	This is a full-time position of 35 hours per week.
Number of positions:	1
Contract:	This is a fixed term position until 31st March 2025.
Location:	This position will be based at the Singleton Campus.

Main Duties	<p>An exciting opportunity has arisen for a talented graduate in a medical sciences, economics or related discipline to develop their skills in evidence synthesis to inform decision making. The successful candidate will join a small, focussed multidisciplinary team, supporting senior researchers on a range of projects with a particular focus on people living with cancer and/or other complex health needs to design and develop evidence review strategies, carry out literature reviews and produce clear communications of the results to support health economic research and decision making. You will collaborate with the team based at Swansea University and with wider research groups across the United Kingdom (UK) and internationally to produce responsive, high-quality outputs with real-world impact. As part of the general expectations of this post, you will support publications in high quality international journals. Excellent communication and interpersonal skills will be needed as you will be working with people from a diverse range of backgrounds and organisations including patient, carer and public collaborators. We are looking for an individual who is keen to make the most of this opportunity within the Swansea Centre for Health Economics (SCHE), a well-established and recognised UK centre of excellence in health economics. You will be part of Health and Care Economics Cymru (HCEC) which is an All-Wales Group of health and care economics expertise funded by Welsh Government via Health and Care Research Wales. You will be expected to fully participate in its activities to promote its work and contribute to a vibrant community of health economics researchers based at Swansea and Bangor Universities. You will be given opportunity to build your experience and profile in health care evidence research. This will include undertaking suitable training, a personal development plan and identification of opportunities for ongoing learning.</p> <p>Main duties are:</p> <ol style="list-style-type: none"> 1. Under the guidance and mentorship of a senior colleague, pro-actively contribute to the design and preparation of evidence review strategies to support the delivery of health economic evaluation for trials and real-world studies. 2. Undertake literature reviews and evidence synthesis for research projects. 3. Produce clear communication of the results for a range of audiences.
	<ol style="list-style-type: none"> 4. Pro-actively contribute to and conduct evidence synthesis, including identifying key concepts for research questions and applying a suitable framework for the search strategy, identifying key words and terms, selecting suitable databases for the searches, selecting and applying appropriate frameworks for critical appraisal of the literature, and presenting results to support economic evaluation. 5. Prepare reports, and draft papers describing the results of the literature review, both confidential and for publication. 6. Be self-motivated, apply and use their initiative, aiming to determine suitable ways to tackle challenges and seeking guidance when needed. 7. Interact positively and professionally with other collaborators and partners within the Faculty and elsewhere in the University and beyond as appropriate such as in industry/commerce, public organisations, hospitals and academia.



	<ol style="list-style-type: none">8. Contribute to Faculty organisational matters in order to help it run smoothly and to help raise its external research profile.9. Keep informed of developments in the field in technical, specific and general terms and their wider implication for the discipline area, commercial applications and the knowledge economy.10. Demonstrate and evidence own professional development, identifying development needs with reference to the Vitae Researcher Development Framework, particularly with regard to probation, PDR and participation in training events.11. Maintain and enhance links with the professional institutions and other related bodies.12. Observe best-practice protocols in maintenance and retention of research records as indicated by HEI and Research Councils records management guidance. This includes ensuring project log-book records are deposited with the University/Principal Investigator on completion of the work.
General Duties	<ol style="list-style-type: none">13. To promote equality and diversity in working practices and maintain positive working relationships.14. To conduct the job role and all activities in accordance with safety, health and sustainability policies and management systems, in order to reduce risks and impacts arising from the work activity.15. To ensure that risk management is an integral part of any decision-making process, by ensuring compliance with the University's Risk Management Policy.16. Any other duties as agreed by the Faculty.
Person Specification	<p>Essential criteria:</p> <ol style="list-style-type: none">1. A post-graduate qualification in a medical sciences, economics or related discipline.2. A demonstrable ability to design and conduct literature reviews/evidence synthesis in line with the objectives of a project.3. A demonstrable ability to critically appraise literature using a published tool.4. Evidence of the ability to actively engage in and contribute to reporting for a research project.5. Evidence of planning skills to contribute to the research project.6. Evidence of intermediate/advanced knowledge of Endnote or similar reference management software to support a literature review.7. A demonstrable ability to use effective interpersonal skills within a team environment and proven ability to work both within a collaborative environment, and independently on own initiative.8. A commitment to continuous professional development. <p>Desirable Criteria</p> <ol style="list-style-type: none">9. Experience of conducting a literature review to support an economic evaluation in healthcare.10. Experience of writing up a literature review for publication in a peer-reviewed journal.11. A commitment to regular engagement with Faculty and University research events and meetings as an Early Career Researcher.12. A commitment to travel, as required, to support SCHE and HCEC across Wales and UK.13. Understanding of the aims and activities undertaken by HCEC in delivering health economics research excellence for Wales.
Welsh Language Level	<p>Level 1 – 'a little' - pronounce Welsh words. Able to answer the phone in Welsh (good morning / afternoon). Able to use very basic every-day words and phrases (thank you, please etc.). Level 1 can be reached by completing a one-hour training course.</p> <p>For more information about the Welsh Language Levels please refer to the Welsh Language Skills Assessment web page, which is available here.</p>
Additional Information	Informal enquiries: Katherine Cullen, Senior Health Economist, SCHE, Katherine.Cullen@swansea.ac.uk



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