Post Title: Director – Brighton and Sussex CTU  
School/Department: Brighton and Sussex Medical School  
Hours: Full time. Requests for flexible working options will be considered (subject to business need).  
Contract: permanent  
Reference: 3181  
Salary: starting at £51,034 to £59,135 per annum  
Placed on: 25 February 2020  
Closing date: 7 April 2020

Applications are invited for the post of Director of the recently created Brighton and Sussex Clinical Trials Unit. The Unit is incorporated into the Department of Clinical and Experimental Medicine at Brighton and Sussex Medical School (BSMS), and is supported by the University of Sussex and Brighton and Sussex University Hospitals NHS Trust (BSUHT). The post is part of the continuing academic development at BSMS and its partner organisations.

- The post is offered at senior lecturer level, but an appointment at a higher grade might be considered for a suitably-qualified candidate.
- The post holder’s primary base will be the CTU, currently based at the University of Brighton site in Falmer.
- The successful applicant will have a strong background in clinical research focused on trial methodology, management and governance. Personal research experience at CI/PI level is essential, and we seek an individual with prior managerial experience within a Clinical Trials Unit.
- The Brighton and Sussex CTU was established 5 years ago, and supports a broad and developing portfolio of research projects. Provisional accreditation was granted two years ago and one of key roles of the appointee to this post will be to oversee the expansion of the unit’s portfolio of activities with a view to achieving full registration status by May 2021.
- The successful development of a fully-registered CTU is a major element in the developing research strategy of the School, and will complement the existing research infrastructure which includes newly-built laboratory accommodation, a fully-functional and well-staffed Clinical Research Facility, modern imaging sciences centre, the recently-formed JCRO, as well as SHORE-C, an international centre in psycho-oncology.
- The appointee will be expected to work with our partner Universities as well as Trusts within the region, particularly BSUHT and Sussex Partnership Trust (SPT), and to develop close working relationships with the Local Clinical Research Network (LCRN), Research Design Service (RDS), and regional Academic Health Science Network.
- The appointee would also be expected to develop and lead a personal programme of research focused on research methodology and trial design and contribute to the wider academic activities within BSMS.

For informal enquiries about this post please contact Prof Kevin Davies (medicineAnatomyDA@bsms.ac.uk) or Prof Malcolm Reed, BSMS Dean (m.reed@bsms.ac.uk) at Brighton and Sussex Medical School by email or via telephone (01273 877890), or Ms Nicola Perry, CTU Operational Manager (N.perry@bsms.ac.uk) at the CTU.
Division/Unit: Department of Clinical & Experimental Medicine
Locations: Brighton and Sussex CTU
Job title: Director – Brighton and Sussex CTU

Grade: University Grade 9 - Academic scale depending on seniority

TERMS AND CONDITIONS

The Post

The post-holder will be responsible for strategic direction and oversight of the operational management of the recently-created Brighton and Sussex Clinical Trials Unit. The Unit is incorporated into the Department of Clinical and Experimental Medicine at Brighton and Sussex Medical School (BSMS), and is supported by the University of Sussex and Brighton and Sussex University Hospitals NHS Trust (BSUHT).

The Brighton and Sussex CTU was established 5 years ago, and supports a broad and developing portfolio of research projects. Provisional accreditation was granted two years ago and one of the key roles of the appointee to this post will be to oversee the expansion of the unit’s portfolio of activities with a view to achieving full registration status, facilitating the development of a nationally-recognised profile in trials-based research. The appointee will take over from the current director who is stepping down to take up a professorial post overseas.

S/he will be expected to work with our partner Universities as well as Trusts within the region, particularly BSUHT and SPT, and to develop close working relationships with the LCRN, RDS, and regional Academic Health Science Network. This is a major element in the developing research strategy of the School, reflecting our interest in basic and applied sciences and clinical trials. The school and Trust have already invested heavily in research infrastructure, which includes

For full details and how to apply visit:

www.sussex.ac.uk/jobs  www.brighton.ac.uk/jobs  www.bsms.ac.uk

The Universities are committed to equality and valuing diversity, and applications are particularly welcomed from women and black and minority ethnic candidates, who are under-represented in academic posts in science, mathematics, medicine and engineering at Sussex and Brighton.
newly-built laboratory accommodation, a fully-functional and well-staffed Clinical Research Facility, modern imaging sciences centre, the recently-formed JCRO, as well as SHORE-C, an international centre in psycho-oncology.

**JOB DESCRIPTION**

Within BSMS the post-holder will be responsible to the Head of the Department, Professor Kevin Davies. The post-holder’s primary remit will be to further expand and develop the BS-CTU. The appointee would also be expected to develop and lead a personal programme of research focused on research methodology and trial design and contribute to the wider academic activities within BSMS. There will be also opportunities and to contribute to the development of relevant undergraduate medical student research projects, special study modules and relevant taught postgraduate courses (eg MRes), as well as to undertake supervision of PhD students.

**KEY RESPONSIBILITIES**

**POST-SPECIFIC RESPONSIBILITIES**

- Provide academic leadership for the BS-CTU including strategy development and delivery and oversight at a system level
- In his/her director role to maintain oversight of the full portfolio of the BS-CTU activity, including maintenance of UKCRC provisional registration, research governance, quality assurance and the production and approval of standard operating procedures compatible with national and international regulatory frameworks
- Manage the budget of the CTU and facilitate growth and development in a financially-sustainable way, with a view to obtaining full registration in due course
- Obtain competitively awarded externally-funded research and knowledge exchange grants and contracts, with evidence of leadership in securing such awards, developing and leading a programme of research focused on clinical trials methodology. Key areas may include early-phase adaptive designs, complex interventions and their evaluation, studies on therapeutic mechanisms, the evolution of investigative methodology for personalised and stratified (personalised) medicine, and the development of methodologies appropriate for application in the community and/or resource-poor settings.
- Work with methodologists and statisticians with complementary skills across our partner Universities to lead and collaborate on programmes of research to advance trials methodology and provide cutting-edge methodological input to underpin the development of a high quality trials capability in a range of
disciplines, including neurosciences, global health and infectious disease/HIV, and other areas of academic strength within BSMS

- Facilitate the development of a local clinical trials-based research programme that is recognised as internationally-competitive

- Work with our partner Trusts within the region, particularly BSUHT and SPT, and develop close working relationships with inter alia the LCRN, RDS, national charities and associated clinical study groups and the KSS Academic Health Science Network, to optimize the quality and increase the number of grant applications

- Establish effective synergistic links with industrial partners regionally and nationally

- Work with our mentoring CTUs and other partners to develop the Unit such that it is eligible to be considered for full registration in due course

- Fully contribute to the development of enterprise and engagement activities and income generation within BSMS and our partner Universities

- Engage collaboratively with other schools and University departments to develop interdisciplinary links, and facilitate their involvement as partners in clinical trials activities

Indicative Performance Criteria

- Regular published output of original research, with a significant proportion at international level (referred journal papers).

- Capacity to development and manage a multi-professional research group

- Extensive practical experience and knowledge of clinical trial design and delivery, epidemiological methods and/or health services research, ideally within an established Clinical Trials Unit

- Proven ability to manage and oversee complex research projects and experience in the administration and management of health services research and clinical trials, both academically-led and commercially-funded

- Success in obtaining competitively awarded research and knowledge exchange grants and contracts from major funders, with evidence of leadership in securing such awards (as Chief or Principal Investigator).

- A successful track record of completed postgraduate research supervision at Masters, MPhil or DPhil/PhD level.

- Involvement in knowledge creation and transfer in conjunction
with partner organisations in industry and commerce. This could be in the form of externally funded research, knowledge exchange and/or consultancy.

- Evidence of external profile, such as officer of professional body, editorial board or similar.
- Evidence of working with networks and multi-professional groups within a higher-education setting and more widely, eg within the NIHR, or in partnership with NHS colleagues
- Evidence of successful academic leadership, and capacity to engage with strategic development issues at school and university level
- Responsible and effective involvement in the broader arena of the School and/or University including, where appropriate, a role providing support, pastoral care and guidance to students or colleagues.

ACADEMIC RESPONSIBILITIES

1. Research, Scholarship & Enterprise

1.1 Play a leading role in the development and implementation of School research strategies and themes, and develop research activity in own subject area in conjunction with the Chair of Medicine.

1.2 Identify and develop research objectives, and proposals for own or joint research, consistent with the priorities of BSMS and partner universities.

1.3 Develop and maintain an independent research reputation by, for example, serving on peer review committees, or acting as a referee for journal articles or research grant applications.

1.4 Carry out independent research and act as a Principal Investigator or project leader on major research projects. This may involve leading and line-managing the staff including their recruitment, probation, mentoring, performance review and staff development; managing the budget, and taking responsibility for the delivery of the programme.

1.5 In partnership with the Chair of Medicine, local Trust-based R & D teams, and colleagues in the Clinical Trials Unit and CRF Staff, as well as the LCRN/AHSN leadership teams, define clinical research objectives and questions, review and synthesise the outcomes of research studies, and develop novel ideas for the evaluation and implementation of research outcomes within a variety of clinical settings, thus supporting the wider research agenda within the local health economy.

1.6 Develop proposals for major research projects which will make a significant impact, and lead to an increase in knowledge or
understanding or the development of new explanations, insights, concepts or processes.

1.7 Produce high-quality research outputs that are world-leading in the field, for publication in monographs or recognised high-quality journals, or performance/exhibition, as appropriate, and make a significant contribution to the School’s/University’s REF assessment (or equivalent) at acceptable levels of volume and academic excellence.

1.8 Make presentations at national and international conferences or exhibit work in other appropriate events of a similar standing, and play a lead role in identifying ways to disseminate research outputs informally via the internet, the media and other forms of public engagement.

1.9 Play a lead role in identifying sources of funding and securing bids, both individually and in collaboration with others.

1.10 Play a lead role in identifying and exploring opportunities for enterprise activity, knowledge exchange income and/or consultancy.

1.11 Provide academic support to the other key investigators across a range of disciplines and professional backgrounds to enable them to develop their research portfolios including potentially their own grant applications.

1.12 Lead and develop internal and external networks to foster collaboration on both an individual level and on behalf of others in the School, share information and ideas, and promote the subject and the University, both nationally and internationally.

1.13 Contribute to the enhancement of research quality and thinking in the field by being involved in quality assurance and other external decision-making bodies.

1.14 Act as a leading authority in the field or specialism, developing new knowledge, understanding and innovation in the area.

1.15 Work closely to mentor and support staff with cognate research interests in BSMS, the Clinical Investigation and Research Unit (CIRU – the RSCH CRF), within our partner Universities, and the Clinical Imaging Sciences Centre at the University of Sussex.

2. Teaching & Student Support

2.1 In partnership with the academic lead and other staff with responsibility for undergraduate training, to contribute to UG teaching within their area of expertise.

2.2 To lead on the overall supervision of a small number of students electing to undertake Individual Research Projects (Year 4) and Student Selected Components in the relevant field.
2.3 Provide academic leadership and inspiration to those teaching within subject area within the school and NHS.

2.4 Supervise PhD students and/or externally-funded post-doctoral staff.

2.5 Undertake and complete administrative duties required in the professional delivery of teaching.

2.6 Adopt an approachable and accessible attitude towards students, offering office hours, informal advice etc.

2.7 Advise module leaders in the identification of appropriately qualified faculty and clinical colleagues to teach the relevant discipline in their module.

2.8 Contribute to relevant Masters programmes (e.g. MSc’s in Internal Medicine, Surgery and MRes).

2.9 Supervise taught postgraduate students, providing advice on study skills, focusing particularly on methodological issues.

3 Contribution to School & University

3.1 Attend and contribute to School meetings.

3.2 Contribute to the overall management of the School in areas such as budget management and business planning, as required.

3.3 Contribute to School-level strategic planning, and University-level strategic planning processes if required.

3.4 Engage in activities beyond day-to-day teaching duties, for example Admissions Days.

3.5 Assist with undergraduate and postgraduate recruitment.

3.6 Chair and/or play a key role in School or University working groups or committees, as required.

3.7 Undertake an administrative or organisational role within the School e.g. Library Representative, Year Tutor, Exam Board Chair, or personal/academic tutoring.

3.8 Advise and provide support to less experienced colleagues, and conduct Performance and Development Reviews, as required.

3.9 Undertake additional administrative duties, as required by the Head of School.
PERSON SPECIFICATION

Essential Criteria

1. Educated to PhD/MD level in a relevant discipline
2. In-depth knowledge of specialism to enable the development of new knowledge, innovation and understanding in the field.
3. Excellent interpersonal skills, with the proven ability to engage with students using a variety of different methods.
4. Excellent presentation skills, with the proven ability to communicate effectively, both orally and in writing, with students, colleagues and external audiences.
5. Significant track record of high quality publications in reputable journals and other appropriate media of similar standing
6. Successful track record of generating research and knowledge exchange income that is notable in terms of size and scope, and the translation of research results into practice.
7. Experience of successfully leading externally-funded research projects.
8. A national / international reputation in the field of study.
9. Successful track record of supervising undergraduate or postgraduate student research projects
10. Leadership, team-working and people management skills (University/NHS).
11. Excellent organisational and administrative skills and ability to prioritise and meet deadlines.

Role-specific criteria

1. A strong academic background in clinical research focused on trial methodology and design, evidenced by first/senior author publications in this domain
2. Current experience of clinical trial management and governance processes, with familiarity with national and international regulatory frameworks
3. Personal Trial research experience at CI/PI level (commercially-funded or otherwise.
4. Experience of managing multi-centre trials in different clinical settings.

FURTHER PARTICULARS

The School

The School is an equal partnership between the Universities of Sussex and Brighton together with NHS organisations throughout the South
East Region. The arrangements for the School’s governance reflect this approach and students are awarded joint degrees of both Universities.

The School is fully committed to the principles of GMC: Standards of Promoting Excellence; it endorses the value of medical education in a multi-professional context, and promotes the highest possible standards in its three pivotal components of teaching, clinical practice, and research (both fundamental and applied).

There is an annual intake to undergraduate medicine of approximately 138 students. BSMS has proved exceptionally popular and has regularly achieved one of the highest application rates of any UK medical school. Students spend their first two years primarily on the universities’ campuses at Falmer; thereafter the focus shifts to the associated teaching hospitals in Brighton and the surrounding area. There are purpose-built teaching facilities in all areas.

The curriculum emphasises early clinical involvement, a broad range of experience and a firm foundation in basic science. A wide range of teaching and learning approaches are employed tailored to the particular circumstances; we are not committed to a single method of delivery. Feedback from the National Student Survey has demonstrated an exceptionally high level of student satisfaction, with BSMS being consistently among the top 10 performing medical schools in the country with scores of over 90%.

The research undertaken at BSMS aims to make a genuine contribution to the evidence and science underpinning clinical practice, and to benefit people and patients in their health and wellbeing. We expect our key domains of research strength to be recognised on the international stage and these are represented by the new departments of Global Health and Infection (including HIV and sexual health) and of Neuroscience (including mental health and neurology). We have made significant investments in research infrastructure, including a world-class Clinical Imaging Sciences Centre (CISC) housing a 3T and 1.5T MRI and a PET-CT scanner and a Clinical Investigation & Research Unit (CIRU) dedicated to patient-orientated research and early clinical trials.

Following the appointment of Professor Malcolm Reed as Dean in December 2014, the Medical School has undergone a strategic review and is currently undergoing reorganisation into the following Departments which will be fully established for the academic year 2016/17:

Clinical and Experimental Medicine
Global Health and Infection
Neuroscience
Primary Care and Public Health
Medical Education

**Administration.** The Medical School’s Administration is led by the Medical School Secretary. The School’s 60+ support staff offer support to a range of functions including governance, health and safety,
curriculum development and delivery, admissions, library and IT, communications, student welfare, human resources, research and finance.

The Universities

The Universities of Brighton and Sussex have formed a highly effective and successful partnership that has resulted in the creation of this first new medical school in the South East region outside of London. Each institution has its own distinct culture and each is proud of its history and achievements but they have a long and successful history of collaboration. Both universities are committed to excellence in teaching and research.

Sussex is a progressive university delivering innovative thought and action, with a worldwide reputation for excellence in research and discovery. Its distinctive approach leads to the development of high quality new research which crosses traditional boundaries, benefits and enriches society, and influences policy at international, regional and national levels. Sussex research has a positive impact on people’s lives. In the Times Higher Education World University Rankings 2016 Sussex was ranked 23rd in the UK and 140th in the world for research influence.

The results of the government-commissioned Research Excellence Framework (REF) in 2014 show that over 75% of research activity at Sussex is categorised as ‘world leading’ (4*, 28%) or ‘internationally excellent’ (3*, 48%) in terms of originality, significance and rigour, whilst 98% of research activity at Sussex is categorised as either ‘world-leading’, ‘internationally excellent’ or ‘internationally recognised’.

The University of Brighton has a long and distinguished history of applied research. This serves to sustain and nourish its mission to help form professional and vocational careers. Ultimately, the university aims to transform the lives and experiences of people and their environments with research that matters. In the REF2014, 92% of its research was judged to be world-leading or internationally excellent in terms of the impact it makes, putting it in the top 25% for the sector. 38% of the university’s work in the Health Sciences was rated as world-leading.

BSMS made a major contribution to its host universities’ submissions in the most recent Research Excellence Framework (REF2014). The majority of BSMS staff who were submitted contributed to Psychology, Psychiatry and Neuroscience, and Biological Sciences at the University of Sussex, both ranked 10th, or the joint submission with the University of Brighton (Allied Health Professionals, Dentistry, Nursing and Pharmacy – ranked 27th). A smaller number of academics were submitted with Sociology and English at Sussex.
Brighton and Sussex University Hospitals Trust

BSUH was established on 1st April 2002 from the amalgamation of Brighton Health Care NHS Trust and Mid Sussex NHS Trust. The Trust's ambition is:

‘... to become a leading teaching hospital in the UK. We will lead clinically and academically, treat the most difficult and complex causes and strive for excellence in our local services. We will achieve and maintain a position in the top 25% of hospitals for clinical outcomes, patient experience, staff morale, teaching and research.

The Appointment Process

An initial selection of candidates will be made on the basis of applications against the person specification criteria outlined above.

Applicants are also invited to submit a written application including: 2) curriculum vitae, 3) with supporting statement (as described below), and 4) to nominate three referees (names, positions and addresses) who are able to comment on the applicant's suitability for the position. One of these referees should be the applicant's current employer.

Curriculum vitae

Curriculum vitae should contain at least the following details:

Personal details
Name, home and office addresses including telephone numbers and (if possible) email addresses;

Higher education
Name of institution(s) and dates attended, full or part-time attendance, subjects studied, qualifications obtained;

Institutional or professional membership
Involvement, institution(s) and date of admission, and positions of responsibility;

Employment history
Employment history should be in chronological order. If periods of employment are not consecutive it would be helpful if details of activity in the intervening period could be included even if these have been covered in other sections e.g. periods of full-time study.

Research / consultancy
Interests and outcomes including publications and research funding obtained within the last five years. Please include details of the funding body, the duration of the research grant and the title of the project.

Teaching experience
Experience of teaching undertaken within the last five years including the titles and levels of the courses taught and the institutions at which these were taught.

Experience of postgraduate research students supervised including the number of students and their degree outcome.

Bibliography
This should list in separate sections:

(a) papers published in peer-reviewed journals;
(b) review articles and invited submissions;
(c) books and book chapters;
(d) scientific correspondence;
(e) patents awarded or applied for;

Details of abstracts or conference proceedings are not required. Your five most notable publications should be marked with an asterisk.

Supporting Statement
In a supporting statement of not more than 1 page applicants should relate their previous experience to the post of Director – Brighton and Sussex CTU.

Administrative details
Your application form should be attached to a written application to assist in administering the selection process. Any additional information we should be aware of in relation to your application should be supplied by covering letter.

Enclosures
a) BSMS undergraduate prospectus
b) Undergraduate prospectus of the University of Brighton and of the University of Sussex;
c) BSMS Newsletter (most recent hard copy available on request)
d) Organisational structure charts for BSMS (available on request);
e) Brighton and Sussex University Hospitals NHS Trust – Guide to Clinical Services (available on request);

f) Recruitment monitoring and information pro forma (on application form).

**Useful websites**

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For further information about the City of Brighton and Hove and surrounding area http://www.thisisbrighton.co.uk

**Submission of applications**

Applicants wishing to discuss the position informally are invited to contact:

Prof Kevin Davies (medicineAnatomyDA@bsms.ac.uk),
or Prof Malcolm Reed (m.reed@bsms.ac.uk) at BSMS
or Ms Nicola Perry (N.perry@bsms.ac.uk) at the CTU

Application details and application forms are available from www.sussex.ac.uk/jobs or by request and should be returned to the Human Resources Division, Sussex House, University of Sussex, Falmer, Brighton, BN1 9RH. Tel 01273 678706, Fax 01273 877401, email bsmsrecruitment@sussex.ac.uk.

Details of all vacant posts can be found via the University websites:

www.sussex.ac.uk/jobs
www.brighton.ac.uk/jobs
www.bsms.ac.uk

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