

# Template Role Description: Setting Lead

**Please localise items in square brackets according to NIHR RRDN requirements:**

**Role Title:** Regional Research Setting Lead for *[insert region]*: *[insert name of Setting]*

**Duration:** Fixed term [3] years [(renewable)] or until [(enter end date)], whichever is sooner

**Time Commitment:** 0.1 FTE minimum

**Salary / Reimbursement:** [include standardised rate, use both PA and WTE]

**Accountable to:** Post-holders will report to the *[relevant NIHR RRDN Health and Care Director]*. Additional accountability will be to the RRDN Strategic Development Director and to the relevant [National Setting Lead \(NSL\)](#)

## **Key Relationships:**

Post-holders will work closely with the RRDN leadership team and the Strategic and Operations teams. Post-holders will also be expected to develop close working relationships with relevant regional external stakeholders. Additional key relationships will be with the Research Delivery Network Coordinating Centre (RDNCC) teams, Regional Research Specialty and Setting Leads from other NIHR RRDNs and NHS E based Specialty and Setting Leads

## **Background**

### **NIHR Research Delivery Network**

The National Institute for Health and Care Research (NIHR) is funded by the Department of Health and Social Care (DHSC). NIHR works in partnership with the NHS, universities, local government, other research funders, patients and the public. The NIHR funds, enables and delivers world-leading health and social care research that improves people's health and wellbeing and promotes economic growth. NIHR is a major funder of applied health research in low and middle-income countries. Further information on the NIHR can be found at [www.nihr.ac.uk](http://www.nihr.ac.uk).

As part of NIHR, the Research Delivery Network (RDN) supports the effective and efficient initiation and delivery of funded research across the health and care system in England for the benefit of patients, the health and care system and the economy. The scope of RDN is to support:

- Clinical trials and other well-designed health and social care research studies which are delivered across all health and care settings;
- Public health studies that require the recruitment of individuals within an NHS setting (that is, acute, ambulance, mental health, community or primary care) or an episode of care which involves contact with the NHS.

The NIHR RDN will have two primary purposes:

- To support the successful delivery of high quality research, as an active partner in the research system;
- To increase capacity and capability of the research infrastructure for the future.

As a result, research will reach more people, address changing population needs, support the health and care system and the economy, and become a routine part of care.

The whole of England will be supported through 12 NIHR Regional Research Delivery Networks (RRDNs). The RRDNs will work with the national Research Delivery Network Coordinating Centre (RDNCC) to provide a joint RDN leadership function so that the NIHR RDN as a whole functions as a single organisation with a shared vision and purpose across England.

*We welcome applications from all relevant professional groups (including social workers and social care practitioners) within the setting. Information can be made available in alternative formats. Informal enquiries can be made to [[insert name of contact person](#)] ([insert email address of contact person](#)).*

*We are committed to providing a culture of inclusion, respect and equality of opportunity that attracts, supports, and retains the best students and staff from all backgrounds and from across the world. Whatever role we recruit for we are always striving to increase the diversity of our community, which each individual helps enrich and cultivate.*

NIHR RRDN [(insert name)]

[(Insert local background information)]

### **Role Summary**

The Specialties and Settings function will play a key leadership role in the on-going development and performance of the RDN. As part of this function, Regional Research Specialty and Setting Leads, will provide leadership and advice, support research delivery, and participate in regional or national projects relating to Specialty or Setting capacity, capability and accessibility for research delivery. The Regional Research Specialty and Setting Lead provide the vital link between the regional, geographically-based networks (RRDNs) and national networks of expertise which is essential to the success of the RDN.

In addition to the Regional Research Specialty and Setting Leads we will also be appointing Specialty and Setting Leads at NHS E region level who will work with the Regional Research Specialty and Setting Lead to gather local intelligence and feed it into national strategies and projects, and National Specialty and Setting Leads who will lead the whole Specialty or Setting providing strategic input and oversight, and leading the development of national initiatives for research delivery.

Specialties and Settings provide key aspects of the intelligence gathering and responsive decision-making crucial to strategic development for research delivery.

### **Duties and responsibilities specific to this role**

The role of the Regional Research Setting Lead is primarily to support research delivery within health and care settings, however on occasion the Leads will be asked to support wider NIHR and DHSC activities. The duties and responsibilities are grouped to reflect these two aspects. Regional Research Setting Lead will be expected to attend regional and national meetings and events.

#### Primary Role

- Strategic oversight of the regional RDN Portfolio.

- Support regional portfolio oversight activities undertaken on the current portfolio as requested and in collaboration with the RDN Study Support Service.
- Identify and address impact on regional health and social inequalities at all stages of research delivery within your Setting.
- Support the RDN Study Support Service in the planning, placement and performance monitoring of studies, including when requested:
  - Assist in the identification of sites and Principal Investigators making the best use of data combined with an understanding of health and social inequalities to inform placement of studies.
  - Undertake eligibility reviews.
  - Providing health or care intelligence to the 'on request' study performance service<sup>1</sup> and the Active National Delivery service.
- Support funders and sponsors in study design to optimise deliverability, including providing early feedback on protocols.
  - Advise on study deliverability and undertake deliverability assessments when requested, including giving consideration to equitable community-wide access/areas of high patient need.
- Building regional capacity and capability for study delivery in your Setting.
  - Ensure local needs for research delivery are identified and addressed as part of building the capacity and capability for research delivery
  - Under the RDN Operating Model for strategic development, and Research Delivery Models participate in projects to address any opportunities or challenges identified.
- Embedding research, and particularly research delivery into the NHS and wider care environment.
  - Engage relevant regional stakeholders including Private Providers, Integrated Care Boards (ICBs) and local authorities as relevant for the purpose of building regional research delivery capacity and capability within your Setting.
  - Assist in the development and mentorship of future Principal Investigators across the health and care sectors.
- Initiating, facilitating and promoting regional cross-specialty and cross-setting collaborations for improved research delivery.
- Contributing to national and regional RDN strategic development through:
  - Attending national meetings
  - Attending regional leadership group meetings
  - Engaging with the annual review development process.
- Keeping up to date with innovative study design and delivery methods.
  - Share best practice across settings.
- Acting as regional NIHR RDN Ambassadors.
  - Support the National and NHS E based Setting Leads in activities to raise awareness of the Setting
  - Engage in, and support, business development activities, including:

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<sup>1</sup> Activities undertaken by the RDN, following a request by the study Sponsor/delegate, to analyse the identified performance or delivery issues in a study, identifying potential remedial actions in collaboration with the Sponsor/delegate.

- Providing health and care research expertise and knowledge to support optimal research delivery in discussions with commercial organisations.
  - Attending meetings and presenting at events, webinars etc.
- Identify and support the dissemination of RDN impact in your Setting.

Supporting role undertaken on request by other areas of the NIHR and DHSC, via the National Specialty Lead

- Support the NIHR Coordinating Centre to develop topics for commissioned research by providing expert advice on the current RDN study portfolio, innovative research delivery methods and the needs of all patient and care groups, including under-served communities.
- Support the development of Chief Investigators, primarily with respect to good practice to support research feasibility and delivery, as part of a cross-NIHR programme.
- Provide peer reviews on studies for NIHR and regulatory authorities to contribute an expert opinion when needed.

**Other duties**

These duties provide a framework for the role and should not be regarded as a definitive list

**Person Specification**

Regional Research Specialty and Setting Leads must be facilitative, be able to work flexibly and effectively in a developing organisation and to motivate and support others to deliver measurable results that make the NIHR RDN vision a reality. As a senior leader within the RRDN, the appointee will be able to act as an advocate and champion showing credibility amongst peers by actively being involved in the delivery of research.

**KNOWLEDGE, SKILLS AND EXPERIENCE**

**Essential requirements for the role**

- Experience of leading regionally in the relevant Setting area, developing that Setting collaboratively with patients and/or the public and other stakeholders and establishing and sustaining outstanding service and a high-performance management culture.
- Experience of delivering research in the relevant Setting area and excellent general research delivery expertise.
- Knowledge of national and regional systems, structures and processes for supporting health and care research delivery
- Evidence of motivating, supporting and coaching colleagues.
- The ability to work collaboratively, with evidence of successfully developing and maintaining effective working relationships with a range of internal and external partners and stakeholders.

- Highly developed communication and interpersonal skills, with the ability to articulate priorities, and effectively engage and influence others at all levels internally and externally, including through presentations and public speaking.
- Highly developed emotional intelligence and resilience and the ability to operate effectively in an ambiguous and uncertain environment.
- Strong team player with the ability to act as a good citizen within the network representing a diversity of views.
- Politically astute and sensitive to the priorities and dynamics of a complex organisation.

### **Essential requirements specific to this role**

The RRDN Regional Setting Lead must:

- Be able to demonstrate senior professional status as a health or care leader within the relevant setting.
- Be an acknowledged local opinion leader on research delivery within the relevant setting, with a breadth of appropriate knowledge.