**Job description and person specification**

**Drug Development Unit - Clinical Fellow**



1. Contract

The post is available for a 12-18 month period. For suitable individuals, there may be opportunities for progression onto a translational higher research degree fellowship research upon completion of this clinical fellowship.

1. Location

The Royal Marsden has two sites - one based in Chelsea, London, and one based in Sutton, Surrey. The post holder will be based in Sutton.

1. Key information about The Royal Marsden

The Royal Marsden is recognised worldwide for the quality of its cancer services. The Trust’s strategic aim is to achieve excellence in cancer treatment and diagnosis, through partnership and collaboration.

The prime purpose of the Trust is the provision of state of the art cancer services as well as enabling research into the development of improved methods of prevention, diagnosis and treatment of cancer. Its other main purpose is teaching and the dissemination of knowledge both nationally and internationally. In 1991 it became the first NHS hospital to be awarded the Queen’s Award for Technology for its work on drug development. The hospital gained National Charter Mark Awards in 1995, 1998, 2001, and again in 2008 for the excellence of its services and achieved the international quality standard ISO 9001 for radiotherapy in 1996 and for chemotherapy in 2003. The Royal Marsden has consistently been awarded three stars and more recently double excellent rating in the NHS performance indicators, rating it among the nation’s best in terms of clinical quality and patient care.

As a leading Cancer Centre, the Trust has close working relationships with many Cancer Units and other Cancer Centres. Predominantly the Trust’s workload is from within the South West and West London Cancer Networks but the Trust is unique in having a high out-of-area referral rate for rare cancers, recurrent disease and clinical trials.

The Royal Marsden comprises two sites (87 inpatient beds and an 8 bedded day unit at Chelsea and 128 beds at Sutton including paediatrics). Over 40,000 patients attend the Royal Marsden each year. The Trust employs 3600 staff, including 335 medical staff. As a specialist cancer centre, the Trust serves local populations within the London Boroughs of Merton, Sutton, Wandsworth, Kensington & Chelsea and Westminster, as well as receiving referrals both nationally and internationally.

The Royal Marsden supports a number of junior doctor training programmes and provides core and specialist training across a wide range of tumours in Clinical and Medical Oncology and Surgery (including gynaecological cancer, gastro-intestinal cancer, breast cancer, haemato-oncology, sarcoma, melanoma and lung cancers). Many trainees pursue higher degrees with the RM’s academic partner the Institute of Cancer Research (ICR). Professor David Cunningham is the Training Program Director for Medical Oncology and also Academic training lead.

1. Organisation

The Trust Board comprises an independent chair Mr Charles Alexander, executive directors, (Chief Executive, Chief Nurse, Director of Finance, Medical Director), and five non-executive directors from outside the NHS.

The Trust Chief Executive Officer is Miss Cally Palmer, CBE

The Trust Medical Director is Dr Nick van As

The Trust Finance Director is Mr Marcus Thorman

The Trust Chief Operating Officer and Deputy Chief Executive is Dr Karl Munslow-Ong

The Trust Chief Nurse is Mr Eamonn Sullivan

The Royal Marsden hospital management structure is organised into three Divisions: Cancer Services, Clinical Services and Private Care. This post sits within the Clinical Services Division. Each Division is managed by a Divisional Director and supported by a Divisional Nursing Director. The consultants heading up each Clinical Unit or specialty is a member of the Medical Advisory Committee. This is chaired by the Medical Director, Dr Nick van As, who together with the other directors (ie Chief Nurse, Finance, IT, Strategy & Service Development, HR, Private Care and Estates) and the Divisional Directors form the Leadership Team. The Leadership Team is chaired by the Chief Executive, Miss Cally Palmer.

The Haemato-Oncology unit sits within the Division for Cancer Services and the Division of Clinical Services for the laboratory. The Divisional Director for Cancer Services is Mrs Sarah Clarke and the Divisional Nurse Director is Jen Watson. The division is grouped into three Clinical Business Units (CBUs). Haemato-Oncology sits within the Rare Cancers CBU. The Clinical Director is Mr Andrew Hayes. Within this CBU are the following units: Sarcoma, Skin & Melanoma, Head & Neck, Thyroid, Neuro-Oncology and the Paediatric Unit. Haematology also leads and provides important laboratory services including routine haematology clotting and transfusion as well as the regional specialist laboratory diagnostic services (SIHMDS). This area of activity sits within the Clinical services division.

**Clinical Services Division**

Anaesthetics and Intensive Care/High Dependency, Pain Service, Clinical Pharmacology, Cancer Genetics, Palliative Care, Pathology, Imaging, Therapeutic Radiotherapy, Theatres and Day Surgery, Nuclear Medicine, Physics, Pharmacy, Medical Records, Patient Transport, Rehabilitation Department (Physiotherapy, Occupational Therapy, Dietetics, Speech Therapy, Lymphoedema Service, Therapeutic Massage, Pastoral Care, Clinical Psychology, Complementary Therapies, Patient Information, Volunteer Services, Community Liaison, Social Services). The Divisional Director for Clinical Services is Mr Jonathan Spencer.

**Cancer Services Division**

Breast Unit, Gynaecology Unit, Gastrointestinal Unit, Lung Unit, Urological Unit, Sarcoma Unit, Head & Neck Unit, Haemato-oncology Unit, Neuro-oncology Unit, Paediatric Unit, Thyroid Unit, Skin & Melanoma Unit, Plastic Surgery Unit, Drug Development Unit.

In addition, the Divisions are supported by the following Directorates:

**Nursing, Risk and Quality Assurance Directorate comprising:**

Quality Assurance Department, Risk Management, Research, Practice and Professional Development Department

Finance Directorate

Human Resources Directorate

Computing and Information Directorate

Facilities Directorate

Private Care Directorate

Marketing and Communications Directorate

1. Background

New drug development at The Institute of Cancer Research and The Royal Marsden Hospital involves a multidisciplinary group of scientists and clinical and research staff committed to the preclinical and clinical development of new anticancer drugs. The Unit incorporates staff based in the CR-UK Centre for Cancer Therapeutics and the ICR Division of Clinical Studies. These multidisciplinary teams incorporate all aspects of modern drug discovery and development from target validation through high throughput screening and combinatorial chemistry to developmental pharmacology and clinical trial. Phase I clinical trials are conducted on the Drug Development Unit at the Royal Marsden Hospital. The Unit has an established track record in the development of new agents, a number of which have been registered in the UK and elsewhere. The group has extensive experience in developing novel rationally designed molecularly targeted anticancer drugs including agents involved in abrogating cell signalling, the cell cycle, inducing apoptosis and inhibiting angiogenesis.

The scope of activities on the Drug Development Unit has significantly increased in recent years. There are currently 5 consultants/principal investigators involved in early clinical trials, Prof Johann de Bono, Prof Udai Banerji, Dr Juanita Lopez, Dr Anna Minchom & Dr Adam Sharp. A team of 9-10 research fellows are involved in both preclinical and clinical aspects of individual studies and the work is supported by a team of 23 Research Nurses, 8 Data Managers, 8 Study Managers, a regulatory team and research support staff. Over 700 patients per year, with a wide range of malignancies, are referred for Phase I studies.

1. Training Fellowship in the Drug Development Unit

We are offering a position for a Clinical Fellow in the Drug Development Unit that would be suitable for a medical oncology trainee, (or someone who wishes to pursue career in medical oncology) who wishes to gain specific experience in early clinical trials. As well as gaining extensive clinical experience working with novel targeted therapies in oncology (clinics, ward work and consultant led ward rounds), the post offers experience in all aspects of Phase 1 trial conduct from protocol development, trial setup, trial conduct in line with GCP, clinical and administrative management of trials, decision making on dose escalation, correlation of clinical and laboratory findings (pharmacokinetics, pharmacodynamics). The majority of the anti-cancer drugs being explored at often at a very early first in human stage and span a breath of immune-oncology, DNA damage-response therapies, targeted therapies as well as novel anti-cancer strategies. There will also be opportunity to be involved in projects leading to publication of manuscripts, and trial presentation at national and international meetings. For suitable candidates, there is the option to develop grant applications and translational project proposals for higher degrees (MD/PhD). Further information can be obtained from our past DDU fellows webpage on <https://www.icr.ac.uk/our-research/research-divisions/division-of-clinical-studies/the-adult-drug-development-unit-at-the-icr-and-the-rm/training-programmes/testimonials>

1. Key Tasks and Responsibilities

**Clinical Responsibility – patient care**

Clinical Fellows are called upon to assist in the day-to-day management of phase I patients involved in studies, including outpatient and screening clinics and care of inpatients, including evening cover.

Additional responsibilities include:

* accrual of patients into studies, i.e. selection, screening and initial counselling
* informed consent and patient support
* collaboration with laboratory investigators
* liaison with study monitors and sponsors

For medical oncology trainees who hold a UK training number in this specialty this Fellowship could comprise part of their approved training programme.

**Health & Safety:** Duties may involve handling clinical samples

**Education and Development Responsibility – own as well as the development of others**

1. Confidentiality and data protection

All employees of The Royal Marsden NHS Foundation Trust must not, without prior permission, disclose any information regarding patients or staff (please also see the Trust’s policy on Whistleblowing). In instances where it is known that a member of staff has communicated information to unauthorised persons, those staff will be liable to dismissal. Moreover, the Data Protection Act 1998 also renders an individual liable for prosecution in the event of unauthorised disclosure of information.

1. General Data Protection Regulation

You will familiarise yourself with the Trust’s data protection policy which sets out its obligations under the General Data Protection Regulation and all other data protection legislation.  You must comply with the Trust’s data protection policy at all times and you agree that you will only access the systems, databases or networks to which you have been given authorisation.   The Trust will consider a breach of its data protection policy by you to be a disciplinary matter which may lead to disciplinary action up to and including summary dismissal.  You should also be aware that you could be criminally liable if you disclose personal data outside the Trust’s policies and procedures. If you have any queries about your responsibilities in respect of data protection you should contact the Trust’s Data Protection Officer.

1. Safeguarding children and vulnerable adults

All staff must be familiar with and adhere to the Trust’s child protection and safeguarding adult policies and procedures. All staff are required to attend child protection and safeguarding adults awareness training, additional training and supervision regarding child protection relevant to their position and role.

1. Health and safety

All staff are required to make positive efforts to maintain their own personal safety and that of others by taking reasonable care, carrying out requirements of the law whilst following recognised codes of practice and Trust policies on health and safety.

1. Customer service excellence

All staff are required to support the Trust’s commitment to developing and delivering excellent customer-focused service by treating patients, their families, friends, carers and staff with professionalism, respect and dignity.

1. Emergency planning

In accordance with the Trust's responsibilities under the Civil Contingencies Act 2004 all staff are required to undertake work and alternative duties as reasonably directed at variable locations in the event of and for the duration of a significant internal incident, major incident or pandemic.

1. Equality and diversity policy

The Royal Marsden NHS Foundation Trust is committed to eliminating all forms of discrimination on the grounds of age, disability, gender reassignment, marriage / civil partnership, pregnancy / maternity, race, religion or belief, sex and sexual orientation.

1. No smoking policy

It is the policy of the Trust to promote health. Smoking is actively discouraged and is prohibited in most areas of the Hospital, including offices, with the exception of designated smoking areas on both sites.

1. Review of this job description

This job description is intended as an outline of the general areas of activity. It will be amended in the light of the changing needs of the organization, in which case it will be reviewed in conjunction with the post holder.

1. Terms and conditions of employment

This post is exempt from the Rehabilitation of Offenders Act 1974, meaning that any criminal conviction must be made known at the time of application.

1. Person specification

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| **Education/Qualifications** | **How measured *(application form, interview, test, presentation, references, occupational health)*** |
| **Essential**Basic medical degree and evidence of suitability for higher medical training. Broad knowledge of general internal medicine with MRCP or equivalent and experience in the treatment of cancer patients.Eligible for full GMC registration.**Desirable**Broad knowledge of medical oncology including knowledge concerning standard chemotherapy regimens, the drugs and their side effects. | Application form |
| **Experience** |  |
| **Essential**Broad experience of management of patients with full range of cancer types (internal referrals)**Desirable**Experience in clinical trials in cancer chemotherapy, including some aspects of early drug development | Application form/interview |
| **Skills/Abilities/Knowledge** |  |
| EssentialExperience in the management of acute medical emergencies and, practical interventions e.g. chest and ascitic drains, central lines etc. Experience in general oncology management including treatment of oncological emergencies and cancer chemotherapy.DesirableIt would be helpful for the applicant to have some experience and knowledge of cancer clinical trial methodology including the conduct of early trials. | Application form/interview |

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| **Other Requirements** |  |
| EssentialGood communications skills, ability to work as part as a team, initiative and decision making ability.  |  |
| **Physical** |  |
| **Circumstances*** Able to be flexible to meet the needs of the role
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