

### Job Description

<b>Post Title</b>	Research Assistant Psychologist
<b>Band</b>	Band 4
<b>Directorate</b>	Research and Innovation
<b>Location/Base</b>	HMP Wealstun and HMP Lindholme
<b>Responsible to</b>	Dr Dan Pratt (Chief Investigator) and Dr Tim Kirkpatrick (Programme Manager)
<b>Accountable to</b>	Sarah Leo (Head of R & I in GMMH)
<b>Job Summary/Purpose</b>  <p>The National Institute for Health Research (NIHR) is now established as a part of the Government's strategy, '<a href="#">Best Research for Best Health</a>'. It is committed to establishing the NHS as an internationally recognised centre of research excellence through supporting outstanding individuals, working in world-class facilities, conducting leading-edge research focused on the needs of patients and the public. The NIHR Programme Grants for Applied Research (PGfAR) fund ambitious, collaborative, multidisciplinary programmes of applied research to solve health and social care challenges which have clear and identifiable patient benefits. The PROSPECT study is funded by an NIHR (PGfAR) to enhance access to Cognitive Behavioural Suicide Prevention (CBSP) therapy for suicidal men detained in prison, and to evaluate its clinical and cost effectiveness. The lead investigator of the PROSPECT study is Dr Dan Pratt.</p> <p>The therapy will comprise of up to 20 sessions of CBSP in prison, delivered once or twice weekly. The study will use both quantitative and qualitative approaches as part of a randomised controlled trial (RCT). In collaboration with prison staff, the research team will identify men who are at risk of suicidal behaviour; 180 of these will receive CBSP plus their treatment as usual and 180 will receive their usual treatment alone. We will re-assess participants at 6 months after randomisation (once therapy has ended) to identify therapeutic effects and we will also interview patients who received CBSP to assess how effective the intervention was for them. A cost effectiveness analysis will be conducted to assess the health economic impact of CBSP. A Service User Reference Group of with appropriate 'lived experiences' of prisoner suicide will be an integral component of the research processes.</p> <p>The study will run in four prisons (two in the northwest of England and two in Yorkshire). This job advert specifically relates to the post based in the prisons in the Yorkshire region. The post holder will need to be able to travel to the different prison sites and to the University of Manchester to attend meetings, training, and supervision.</p> <p>The main purpose of these posts is to recruit participants into the PROSPECT trial and conduct pre-treatment and post-treatment assessments of participants for the evaluation of CBSP therapy for suicidal men detained in prison. It is anticipated that follow-up assessments will take place in prison, but there may be occasions when follow-up assessments will be completed in appropriate locations in the community. The post holders will receive personal training in managing suicide risk, conducting quantitative psychological assessments and qualitative methods and analysis, as appropriate. They will benefit from regular supervision from a Clinical Psychologist. The researcher(s) will be expected to regularly produce summary progress reports for the research team and service user groups, and present preliminary findings to relevant meetings.</p>	

### Main Duties & Responsibilities

Heading	Duty/Responsibility
<b>Support the PROSPECT</b>	<ul style="list-style-type: none"> <li>Support the Chief Investigator and Programme Manager as required.</li> </ul>

<b>research team</b>	<ul style="list-style-type: none"> <li>• Support new research staff, temporary researchers or students working on the project.</li> </ul>
<b>Communication</b>	<ul style="list-style-type: none"> <li>• Communicate effectively with health care professionals, researchers, administrative staff, prison staff, service users, and research participants.</li> <li>• To act in a professional manner and with appropriate behaviour at all times.</li> </ul>
<b>Participant recruitment</b>	<ul style="list-style-type: none"> <li>• To effectively recruit participants to the trial, which includes explaining in detail to participants the nature of the study and obtaining consent.</li> <li>• Monitor reasons why potential participants declined to participate in the trial, and monitor attrition rates.</li> <li>• Answer participants' queries regarding the research and manage sensitive and potentially distressing information relating to suicidality in a competent, supportive, and sensitive manner.</li> <li>• Assist the project team in assessing and managing suicide risk and responding to adverse events and reactions.</li> </ul>
<b>Designing recruitment materials</b>	<ul style="list-style-type: none"> <li>• Assist the team in designing recruitment information as required.</li> </ul>
<b>Administrative duties</b>	<ul style="list-style-type: none"> <li>• Populate, maintain and manage relevant and accurate databases of both qualitative and quantitative data on a daily basis.</li> <li>• Assume responsibility for the safe and secure use of research equipment including audio recorders and computers where relevant.</li> <li>• To contribute to the production of accurate information and timely submission of the Progress Reports to the Chief Investigator, Department of Health / NIHR.</li> <li>• Assist in servicing the committee meetings of the project, including production of agendas, writing of minutes and reports and taking follow-up actions as required.</li> <li>• To undertake specific administrative duties as required.</li> </ul>
<b>Comply with regulatory guidelines and both University and NHS Trust policies</b>	<ul style="list-style-type: none"> <li>• Comply with data management and quality assurance according to regulatory guidelines (ICH GCP and GDPR).</li> <li>• Comply with University, NHS Trust, and HM Prison Service policies concerning security, safety and patient confidentiality and to ensure that procedures are carried out with safe systems of work and current legislation.</li> <li>• To ensure that the Safe Working Practices guidance is adhered to when seeing participants in prison and in the community if required.</li> <li>• The post holder is expected to comply with all the relevant trust policies, procedures and guidelines, including those related to equal opportunities, health and safety and confidentiality of information.</li> </ul>
<b>Trust Mandatory On-going Requirements - to be met by the candidate after commencing in post, these will not be assessed at the recruitment stage</b>	<ul style="list-style-type: none"> <li>• To undertake any other reasonable duty, when requested to do so by an appropriate Trust manager.</li> <li>• To understand and comply with all Trust policies, procedures, protocols and guidelines.</li> <li>• To understand the Trusts Strategic Goals and how you can support them.</li> <li>• To understand the need to safeguarding children and vulnerable adults and adhere to all principles in effective safeguarding.</li> <li>• To carry out all duties and responsibilities of the post in accordance with Equal Opportunities, Equality and Diversity and dignity in care/work policies and principles</li> </ul>

	<ul style="list-style-type: none"> <li>• To avoid unlawful discriminatory behaviour and actions when dealing with the colleagues, services users, members of the public and all stakeholders.</li> <li>• To access only information, where paper, electronic, or, in another media, which is authorised to you as part of the duties of your role.</li> <li>• Not to communicate to anyone or inside or outside the NHS, information relating to patients, services users, staff, contractors or any information of a commercially sensitive nature, unless done in the normal course of carrying out the duties of the post and with appropriate permission.</li> <li>• To maintain high standards of quality in corporate and clinical record keeping ensuring information is always recorded accurately, appropriately and kept up to date.</li> <li>• To ensure their day to day activities embrace sustainability and reduce the impact upon the environment by minimising waste and maximising recycling; saving energy; minimising water usage and reporting electrical faults, water leakages or other environmental concerns to the facilities department or their line manager.</li> <li>• Take reasonable care of the health and safety of yourself and other persons</li> <li>• To contribute to the control of risk and to report any incident, accident or near miss</li> <li>• To protect service users, visitors and employees against the risk of acquiring health care associated infections.</li> <li>• To take responsibility for your own learning and development by recognising and taking advantage of all opportunities to learn in line with appraisal and supervision.</li> </ul>
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#### **Further Information for Postholder(s)**

This job description is not exhaustive but is intended to give an overall picture of the role. Other duties within the general scope of the post may be required from time to time. The duties of the post and job description can be reviewed through the agreed process. All information obtained or held during the post-holders' period of employment that relates to the business of the Trust and its service users and employees will remain the property of the Trust. Information may be subject to disclosure under legislation at the Trust's discretion and in line with national rules on exemption.

All Trust sites have been designated a no smoking area. The post holder is therefore advised smoking is not permitted within the hospital premises or grounds or whilst representing the Trust in the course of their duty. While the Trust will not discriminate against employing smokers, all prospective employees should be aware of this policy

### Person Specification

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<b>Job Summary/Purpose</b>	

<b>Essential Criteria</b> - The qualities without which a post holder could not be appointed.	<b>Desirable Criteria</b> - Extra qualities which can be used to choose between candidates who meet all the essential criteria	<b>How Assessed –</b> <b>AP</b> = Application form <b>IN</b> = Interview <b>OA</b> = Other Assessment
<b>Education / Qualifications</b> - to be able to complete the duties as laid out on the Job Description		
Good Honours Degree in Psychology (2i or above), or in a cognate discipline (e.g. joint honours with psychology).	Master's in psychology or a relevant field	Application form
<b>Experience</b> - to be able to complete the duties as laid out on the Job Description		
Experience of conducting <b>quantitative</b> research (including data analysis and writing up)	Experience of, or potential to develop, active social responsibility or PPI activities	All application form and interview
Experience of relevant computer packages including SPSS or an equivalent statistical package	Experience of working with suicidal clients and knowledge of risk protocols	
Experience of working with people with severe mental health problems	Experience of undertaking research activities in prisons or other secure settings	
Experience of the organisation of NHS Trusts	Experience of conducting <b>qualitative</b> research (interviewing and/or focus groups, analysis and writing up), or potential to develop such skills	
Experience of conducting research in a mental health sample, or potential to develop such skills		
<b>Knowledge</b> - to be able to complete the duties as laid out on the Job Description		
Computer Literacy – advanced skills in databases, spreadsheets and word processing packages		Application form and interview
<b>Skills and Abilities</b> - to be able to complete the duties as laid out on the Job Description		
Excellent communication skills (written and verbal)		All application form and interview
Ability to organise own day to day tasks and activities		
Ability to take responsibility for planning and implementation of specific elements of the study		

Ability to prepare and present research reports and presentations		
Ability to work with weekly supervision, using initiative		
Ability to make decisions		
Ability to tolerate interpersonally demanding situations		
Ability to act assertively in potentially stressful situations		
Ability to work under pressure and meet strict deadlines and prioritise accordingly		
Ability to maintain high standards of integrity and confidentiality.		
<b>Other Requirements</b> - to be able to complete the duties as laid out on the Job Description		
Excellent interpersonal skills		Application form and interview
Attention to detail		
High levels of concentration		
Flexible		
Be able to travel between research sites and to the University of Manchester.		
The job holder must be assessed by Occupational Health as having a level of fitness to carry out duties/tasks after reasonable adjustments under the terms of the Disability Discrimination Act 1995 have been made.		

The Trust will consider any reasonable adjustments to the recruitment and selection process and to employment for applicants who have protected characteristics under the Equality Act 2010.

**Drawn up by:** Dr Dan Pratt and Dr Tim Kirkpatrick

**Designation:** Chief Investigator and Programme Manager

**Date:** 23.01.2020