



## NON-CLINICAL LECTURER IN FETAL PHYSIOLOGY AND PRENATAL THERAPY

### JOB DESCRIPTION

#### INTRODUCTION

Founded in 2004, the UCL Elizabeth Garrett Anderson Institute for Women's Health (EGA IfWH) is an academic department of the Faculty of Population Health Sciences of University College London (UCL). IfWH has four academic research departments: Reproductive Health, Maternal and Fetal Medicine, Women's Cancer, Neonatology, and a commitment to global health that runs through all its research. Our mission is to bring together the expertise of clinicians and researchers from a diverse range of disciplines to deliver excellence and innovation in research, clinical practice, education and training in order to make a real and sustainable difference to women's and babies' health locally, nationally and worldwide.

We are recruiting a Non-Clinical Lecturer to work in the Prenatal Cell and Gene Therapy Group and the Centre for Prenatal Therapy in the Research Department of Maternal and Fetal Medicine. Applicants should have a background in a relevant area related to fetal and placental physiology, fetal diagnosis and therapy or maternal health. The postholder will be expected to develop their own research program in fetal physiology and prenatal therapy within the Group. The postholder will be encouraged to develop collaborative links where relevant with other Institutes within the Faculty of Population Health Sciences, <https://www.ucl.ac.uk/population-health-sciences> and other Faculties within SLMS such as Medical Sciences, Life Sciences and Brain Sciences - <http://www.ucl.ac.uk/slms>

IfWH is a family-friendly Institute and was granted a Gold Athena SWAN award in 2016, one of fewer than 10 departments in the country to attain such an award.

This is a full time position, but job share, part time and other flexible working may be considered.

This post is 100% HEFCE funded.

#### 1. DUTIES OF THE POST

**Accountable to:** Anna David, Director, Institute for Women's Health, UCL.

**Responsible for:** staff and students within the Prenatal Cell and Gene Therapy Research Group, Research Department of Maternal Fetal Medicine

**Key working relationships:** Collaborations within IfWH, UCL and other academic institutions, Heads of Research Departments, IfWH Director of Education and the MSc Programme Directors

## Research

The successful applicant will be expected to perform research of the highest calibre and to apply for a higher research training fellowship. The candidate will engage on a programme of post-doctoral research hosted by the UCL Research Dept. of Maternal Fetal Medicine in fetal physiology and prenatal therapy.

The Department has a focus on translational research using an improved understanding of pathological mechanisms underlying placental insufficiency, fetal growth restriction, pre-eclampsia, preterm birth, abnormal brain development and genetic disease to identify novel forms of maternal, fetal and perinatal therapy. This work is enabled by a unique collaboration of scientists with skills in infection, gene transfer techniques, stem cell differentiation and genetics with clinical academics providing tertiary level services for women and fetuses with the most complex pregnancy related problems.

The postholder will have a broad range with laboratory skills, examples being in cell culture techniques, small and/or large animal husbandry and surgery, PCR and RT-PCR, protein extraction, Western blotting, ELISA, immunohistochemistry and vector production. They will have experience of developing hypotheses and protocols, analysing experiments for evidence of efficacy, safety and mechanism of action and data interpretation.

The postholder will be required to:

- Contribute to project and experimental design working efficiently and collaboratively with other members of the team
- Present their data in lab meetings as well as at national and international meetings
- Prepare their results for publication
- Maintain an ongoing knowledge of the relevant scientific literature and advancements in the field
- To have a sound grasp of current translational medicine and biomedical sciences techniques, practices and issues, particularly in relation to the topic being researched, and to comply with these at all times
- To maintain the effective running of laboratory equipment relevant to the project and to trouble-shoot problems where necessary, liaising with service engineers as necessary.
- Develop research links with collaborators in the areas of fetal physiology, prenatal therapy, maternal fetal medicine and women's health.
- Obtain research grant funding as a principal investigator or co-applicant in collaboration with colleagues within and outside IfWH and UCL
- Publish in high-impact peer-reviewed journals
- Enhance IfWH international reputation by presenting at international scientific meetings
- Provide research leadership within IfWH and make a significant contribution to the development of the Institute's strategy

The nature of scientific work means it may be necessary to work outside normal working hours in order to complete an experiment. (An exact breakdown of percentage time spent in different duties is impossible in a scientific job as the exact nature of day-to-day duties change with the scientific project).

## Teaching:

- Teach on the IfWH departmental teaching programme of MBBS, MSc and Intercalated BSc courses.
- Supervise iBSc, MSc, MRes and doctoral students' research projects
- Participate in the administration of IfWH's programmes of study and other activities as requested
- Contribute to the development of new modules
- He/she will receive training in teaching methods

## Management and administration:

- Day to day management of the Prenatal Cell and Gene Therapy Group
- Contribute to the work of IfWH, or UCL-wide working groups or committees as requested
- Actively follow and promote UCL policies, including Equal Opportunities
- Maintain an awareness and observation of fire and health and safety regulations
- Undertake administration duties within IfWH as required
- Maintain continuing professional development
- Carry out any other duties commensurate with the grade and purpose of the post

## 2. PERSON SPECIFICATION

E = essential  
D = desirable

Assessed by:  
A = application  
I = interview

### Qualifications / Certification

- PhD in a subject relevant to fetal and placental physiology, prenatal diagnosis and therapy or pregnancy E A
- A postgraduate certificate of learning and teaching in Higher Education, the Arena qualification of the Higher Education Academy or equivalent D A / I
- Peer reviewed publications as first or last author in internationally peer reviewed specialist biomedical journals E A

### Experience

- Obtained grant funding in their research field D A / I
- High quality academic research in their research field E A / I
- Teaching at undergraduate and postgraduate levels E A / I
- Official supervision of both MSc and PhD students D A

### Skills

- Proven ability to manage research projects including staff and material resources, time management and milestone-driven achievables E A / I
- A broad range of laboratory skills for example in cell culture work, preclinical experiments, tissue analysis, protein assays and the interpretation of biological data, viral vector manufacture, myography, cardiovascular in vivo monitoring, animal behaviour analysis E A / I

### Knowledge

- Breadth of knowledge across the field of women's health E A / I
- Knowledge and understanding of the principles of resource and budgetary management E A / I
- Sound understanding of Health & Safety issues E A / I

### Aptitude

- The highest ethical and professional standards in research and education E A / I
- Willingness and ability to work both independently and collaboratively E A / I
- Commitment to teaching and fostering a positive work and learning environment E A / I
- Commitment to continuous professional development E A / I
- Commitment to the development of others E A / I

In addition to the person specification criteria, the successful candidate will need to meet UCL's expectations of:

- ❖ Academic excellence, as outlined in 'Excellence and the UCL community: a shared endeavour' (<http://www.ucl.ac.uk/excellence/>)

Hard copy of this document is available on request.

These will inform the candidate's induction, probation, and appraisal, in discussion with the Head of Department.

## 3. TERMS AND CONDITIONS OF SERVICE

### Salary

The post is graded as Grade 8, the salary for which ranges from £43,884 to £51,769 (including London Allowance of £3092). Progression through the salary scale is incremental. Cost of living pay awards are negotiated nationally and are normally effective from 1st August each year.

### Tenure

The appointment will be as a Lecturer of University College London and is subject to the statutes and regulations of the College.

## **Probation**

Probationary lecturer appointments are subject to a three-year probationary period which includes undertaking a Certificate in Learning and Teaching in Higher Education <http://www.ucl.ac.uk/calt/probationary-scheme-guidelines/index.html>

## **Relocation Supplement**

In addition to removal expenses a relocation supplement may be payable where it is necessary to relocate to take up an appointment at UCL.

## **Hours of Work**

There is no fixed number of hours of work for Academic staff. However, a notional working week of 36.5 hours is used to assist in workload planning and calculations related to salary. Appointments are full-time and any engagement by academic staff with other parties outside UCL must be undertaken in accordance with UCL's conflicts of interest policy at [http://www.ucl.ac.uk/hr/docs/conflicts\\_of\\_interest.php](http://www.ucl.ac.uk/hr/docs/conflicts_of_interest.php)

## **Holidays**

Staff are entitled to 27 days annual leave per year (pro rata for part-time staff). Leave is approved by the Head of Department and normally taken in university vacations. Time off in lieu of additional hours worked may be taken in addition to annual leave, as agreed with the Head of Department

Staff are also entitled to 8 public and statutory holidays, and additional days (normally 6 per year) on which UCL is closed. Part-time staff will be entitled to the pro-rata equivalent of these days.

UCL's leave year is deemed to run from 1 October to 30 September. Employees who work a proportion of the leave year are entitled to leave calculated pro rata.

## **Sabbatical Leave**

Academic staff should be aware of UCL's Sabbatical Leave Policy <http://www.ucl.ac.uk/hr/docs/sabbatical.php>

Individuals would need agreement of their line managers and sabbaticals should be planned in advance.

In addition to this, UCL's Gender Equality Scheme provides for one term of sabbatical leave without teaching commitments for research active academics returning from maternity leave. This leave will enable staff to more quickly re-establish their research activity

There is also a Study Assistance Scheme <https://www.ucl.ac.uk/hr/osd/sas/faqs.php>, which is available to all UCL staff.

## **Pension**

The postholder will be eligible to join the Universities Superannuation Scheme, which is a final salary scheme with a current employee contribution rate of 6.35% and an employer contribution rate of 14% of salary.

## **Research Governance**

The post holder will be expected to be familiar with the requirements of the UCL research governance framework pertaining to research governance. This will include ensuring that all clinical research activities of the post holder are approved by the Trust and an appropriate ethics committee before commencement. This will also include meeting all the Trust research audit, monitoring and training requirements.

The UCL research governance framework can be found on the UCL website at: [http://www.ucl.ac.uk/biomed-r-d/res\\_gov/resgov\\_home.htm](http://www.ucl.ac.uk/biomed-r-d/res_gov/resgov_home.htm)

## **Season Ticket Loans**

A season ticket loan is available to staff who have successfully completed their probationary period with the facility to repay through a monthly deduction from salary.

## **Other Benefits**

Other benefits of joining UCL as a staff member are many and include:

- Access to an extensive range of in-house staff development opportunities. Staff have full use of the UCL libraries and UCL operates a Study Assistance Scheme for those undertaking part-time work-related study.
- An excellent location for transport networks being near Euston, Kings Cross and St. Pancras stations and a choice of underground stations connected to London 's other mainline stations. A wide range of bus routes serves the area.

- UCL lies in Bloomsbury, just north of Oxford Street, Covent Garden and the heart of the West End with access to shops, theatres, cinemas, bars and restaurants. UCL also has its own 550 seat West End arts venue (Bloomsbury Theatre) which hosts drama, dance, music, debates and lectures during the year
- The main campus has subsidised cafeterias/bars and shops, gym and a travel agent. UCL staff can also benefit from corporate membership at a Tottenham Court Road gym.

### **General Information**

The postholder will be expected to actively follow UCL policies including:

Equal Opportunities Policy

Policy and Guidelines for Conflicts of Interest

A Policy for Investigating and Resolving Allegations of Financial Irregularity

Personal Relationships at Work: Code of Conduct

Public Interest Disclosure

Policy on the Investigation of Research Misconduct

Financial Regulations

Computing Regulations

Policy on Data Protection

Code of Conduct for Undertaking Business on Behalf of UCL

Please see the Human Resources website <http://www.ucl.ac.uk/hr/> for information on employment policies.

The Code of Conduct for Undertaking Business on Behalf of UCL can be found at:

[http://www.ucl.ac.uk/finance/secure/fin\\_docs/code\\_of\\_conduct.htm](http://www.ucl.ac.uk/finance/secure/fin_docs/code_of_conduct.htm)

### **Confidentiality**

All employees are required to exercise discretion and maintain confidentiality at all times.

### **Health & Safety**

Employees must be aware of the responsibilities placed on them under the Health & Safety at Work Act (1974) and Fire Regulations to ensure that the agreed safety procedures are carried out to maintain a safe environment for employees and visitors. UCL operates a No Smoking Policy, which does not allow smoking at work.

### **Equal Opportunities**

UCL has adopted an Equal Opportunities Policy and specific regard should be taken of its content in relation to the treatment of employees or potential employees.

UCL's equal opportunity policy is that in the recruitment, selection, education and assessment of students, and in the recruitment, selection, training, appraisal, development and promotion of staff, the only consideration must be that the individual meets, or is likely to meet the requirements of the programme or course or post. The requirements being met, no student or employee will be discriminated against on the basis of their sex, sexual orientation, race, colour, ethnic origin, nationality (within current legislation), disability, marital status, caring or parental responsibilities, age, or beliefs on matters such as religion and politics.

UCL is committed to provide a learning, working and social environment in which the rights and dignity of all its members are respected, and which is free from discrimination, prejudice, intimidation and all forms of harassment including bullying.

This Policy means that all students and employees of UCL have the right to study or work in an environment free from discrimination, prejudice and all forms of harassment or bullying. UCL is committed to a programme of action to ensure that this and other equalities policies are implemented and monitored at an organisational and individual level.

The full policy statement can be found at: [http://www.ucl.ac.uk/hr/docs/equal\\_opportunity.php](http://www.ucl.ac.uk/hr/docs/equal_opportunity.php)

### **Data Protection**

UCL is required by law to comply with the Data Protection Act, 1998. It is the commitment of UCL to ensure that every current employee and registered student complies with this Act to ensure the confidentiality of any personal data held by UCL, in whatever medium, through its Data Protection Policy.

Employees are authorised, if required to do so, to obtain, process and/or use personal information whether held on a computer or on manual paper files in a fair and lawful way and in accordance with data subjects'

rights. Data should be held only for the specific registered purpose and not disclosed in any way incompatible with such purpose. It should be adequate, relevant and not excessive, accurate and where necessary up to date and kept for no longer than necessary. It should only be disclosed to authorised organisations as instructed and should not be transferred without adequate protection.

UCL and all staff or others who process or use any personal information must ensure that they follow these principles at all times.

#### **Relocation Expenses**

UCL has a policy for the reimbursement of relocation expenses for general funded posts i.e. posts not funded from external sources – further information can be found at:

[http://www.ucl.ac.uk/hr/docs/relocation\\_expenses.php](http://www.ucl.ac.uk/hr/docs/relocation_expenses.php)

#### **Recruitment and Selection**

All employees who are responsible for recruiting new staff are required to attend an in-house recruitment and selection training course before they can be involved in the recruitment process.

#### **Period of notice to resign**

Employees wishing to terminate their contract of employment must give a minimum of 3 months notice in writing. Staff with teaching or other responsibilities for students are required to give notice such that they leave at the end of a term.

### **4. HOW TO APPLY**

#### **Enquiries / Visits**

Informal enquiries should be made to Professor Anna David [a.david@ucl.ac.uk](mailto:a.david@ucl.ac.uk) or her Executive Assistant Sarah Mayhew [s.mayhew@ucl.ac.uk](mailto:s.mayhew@ucl.ac.uk)

Shortlisted candidates are welcome to visit the department and if they wish to do so should please contact Sarah Mayhew to arrange this, once they have been invited to attend for interview.

**Applications** should be completed on line <http://www.ucl.ac.uk/hr/jobs/>, reference number 1747614

If you are having difficulty accessing the on-line recruitment system, please contact Sarah Mayhew [s.mayhew@ucl.ac.uk](mailto:s.mayhew@ucl.ac.uk) 020 7679 6060 for advice.

## INSTITUTIONAL PROFILES

### INSTITUTE FOR WOMEN'S HEALTH

Information on the Institute and Departments can be found at:  
[www.ucl.ac.uk/instituteforwomenshealth](http://www.ucl.ac.uk/instituteforwomenshealth)

The IfWH has a Gold Athena SWAN award

### UNIVERSITY COLLEGE LONDON

A full profile can be found at: [http://www.ucl.ac.uk/hr/docs/UCLstandard\\_information.php](http://www.ucl.ac.uk/hr/docs/UCLstandard_information.php)

### SCHOOL OF LIFE AND MEDICAL SCIENCES

A full profile can be found from the "About-us" link at: <http://www.ucl.ac.uk/slms/>

It comprises four Faculties:

- ❖ Brain Sciences <http://www.ucl.ac.uk/brain-sciences>
- ❖ Life Sciences <http://www.ucl.ac.uk/lifesciences-faculty/>
- ❖ Medical Sciences <http://www.ucl.ac.uk/biomedical-sciences/>
- ❖ Population Health Sciences <http://www.ucl.ac.uk/populationhealth-sciences>

A list of Divisions and Institutes in each Faculty can be found from the faculty Icons on the SLMS homepage