Queen Mary
University of London



Job pack

Message from the President and Principal



Thank you for your interest in this role and in Queen Mary University of London. Working at Queen Mary means being part of a unique, world-class global University with a long, proud and distinctive history.

Our founding institutions, the London Hospital Medical College, St Bartholomew's Medical College, Westfield College and Queen Mary College, were founded to provide hope and opportunity for the less privileged and otherwise under-represented.

Today, we remain true to the vision of our founders by continuing to improve lives locally, nationally and internationally through the seamless combination of our world-leading strengths in education and research.

The Queen Mary community – our staff, students and alumni – is the heart and soul of our University. We are proud to provide an inclusive and nurturing environment so that staff and students from all backgrounds can develop, flourish and achieve their full potential.

I look forward to welcoming you to our unique University and working with you to realise our ambitions.

Professor Colin Bailey, President and Principal

qmul.ac.uk

Athena Swan Silver Award

Gender Charter

Diversity & Equality

Queen Mary

Our strategy 2030

In 2019, Queen Mary University of London launched a bold new Strategy with the vision to open the doors of opportunity. By 2030, we will be the most inclusive university of its kind, anywhere. We are doing this by building on our existing cultural diversity to create a truly inclusive environment, where students and staff flourish, reach their full potential and are proud to be part of the University. Continuing our long tradition of commitment to public good, we will generate new knowledge, challenge existing knowledge, and engage locally, nationally and internationally to create a better world.

We have five core values that will help us to reach this goal:

We are **inclusive**, supporting talented students and staff regardless of their background, and engaging with our local and global communities.

We are **proud** of the difference we can all make when we work collectively.

We are **ambitious**, fostering innovation and creativity, disrupting conventional thought, and responding with imagination to new opportunities.

We are **collegial**, promoting a strong community through openness, listening, understanding, co-operation and co-creation.

We are **ethical,** acting with the highest standards, and with integrity, in all that we do.

To enable our staff to flourish and to reach their full potential throughout their employment at Queen Mary, we offer a range of benefits:

Staff benefits

- Annual leave – the full-time annual leave annual entitlement is 30 working days (not including bank holidays).
- Season ticket loan scheme
- Pension scheme
- Reward and recognition schemes
- Staff Networks
- Cycle to work scheme
- Qmotion sport fitness centre
- Employee Assistance Programme
- Family friendly policies
- Flexible working practices

Job description

Job details	
Job title	Clinical Research Fellow
School/Dept/Institute Centre/Faculty	Faculty of Medicine and Dentistry, Wolfson Institute of Population Health
Reports to	Professor of Clinical Diabetes
Grade and salary	Junior Doctor – ST1-ST8 (£41,226-£77,348)
Hours per week	**0.8-1.0 FTE, 32-40 hours**
Appointment period	12 months
Current location	Whitechapel, London
Work activity type	Research only

About Queen Mary University of London

Ranked joint 7th in the UK for the quality of its research in the 2021 Research Excellence Framework, Queen Mary University of London, is one of the UK's leading research-intensive higher education institutions, delivering world class education and knowledge transfer across a wide range of subjects in the Humanities and Social Sciences, Medicine & Dentistry and Science & Engineering.

About The Faculty of Medicine and Dentistry

The Faculty of Medicine and Dentistry offers international excellence in research and teaching and supports clinical service for a population of unrivalled ethnic diversity in East London and the wider Thames Gateway. At the forefront of medical research and education, with research themes in cancer, cardiovascular medicine, inflammation, trauma and population health. Queen Mary is in the top 10 universities in the UK for medicine and dentistry and 7th in the world for research citations for medicine in the QS World University Rankings by Subject 2025. In the Complete University Guide 2026, we are ranked first in London for dentistry and second in London for medicine.

Working with six NHS Trust partners in East London, the Faculty is central to delivering impact on health-related challenges for local and global populations; it has a strong commitment to public engagement through its pioneering science education centre in Whitechapel, The Centre of the Cell. The Faculty is firmly embedded in our East End and global communities, and through education and research we are committed to improving the health outcomes, the wellbeing, and the prosperity of those we serve through a strategy focused on Better Health for All.

Job context

This role(s) are to contribute to a flagship research study led by a cohesive research team at the Wolfson Institute of Population Health focusing on improving health of diverse and underrepresented populations. The clinical research fellow will have opportunity to develop and grow their research training and experience under the supervision of Professor Sarah Finer. The clinical research fellow(s) will work alongside the Genes & Health research programme:

Genes & Health, is a successful community-based study with funding from MRC, Wellcome Trust, NIHR and a Life Sciences partnership. Genes & Health has already recruited 76,000 British Bangladeshis and British Pakistanis, with health and genomic data linkage and an international track record of high impact scientific and clinical research including multiple papers in Nature, Cell, Science, NEJM etc. For recent publications, see here

Job purpose

Genes & Health and Black Health Legacy are two major research studies, recruiting research volunteers from underrepresented groups (British Bangladeshis and Pakistanis, and Black, Black African and Black Caribbean people, respectively. They brings together high quality, longitudinal NHS health data with genomic data on recruited participants, stored and accessible via a Trusted Research Environment. Further in-depth research is possible through volunteer recall studies to undertake deep phenotyping, genotype-phenotype correlation, sample collection, and questionnaires.sThe successful applicant(s) will play a central role in delivering clinical and community-facing research in these two studies. They will join a thriving and collaborative research team that has supported several resident doctors and allied health professionals into research fellowships and onwards clinical academic careers.

Research activities that the research fellow may contribute to include:

- Recruitment to and recall of volunteers in Genes & Health and Black Health Legacy for in-depth clinical assessment and phenotyping
- Designing and delivering large-scale online questionnaire studies to expand the research capability of Genes & Health into women's health and mental health
- Health data and genomic data analysis using to address questions relevant to diverse populations and their risk of cardiometabolic disease, disease trajectories, treatment response and long-term health outcomes.
- Health services/implementation research to guide the future implementation of precision medicine in the NHS
- Development and delivery of community engagement and PPI

Alongside the expected duties of the postholder, training opportunities will be offered to support the long-term career development and ambitions of the individual. Opportunities for mentorship and peer support will be offered where desired.

Main duties and responsibilities

- Deliver high quality research aligned to the objectives and vision of Genes & Health and Black Health Legacy
- Work closely with a multi-disciplinary team including senior academics, clinicians, administrators, research managers, research nurses, research assistants, laboratory and scientific staff to deliver high quality research
- Oversee and deliver clinical research including administration of research questionnaires, undertaking study visits including phenotyping, history-taking, blood/urine/saliva sampling, effective volunteer communication and follow-up of results.
- Ensure research volunteers have a positive experience of research participation and that our research reaches diverse groups and people underrepresented in existing research studies.
- Advise and assist in the planning, set-up and delivery of clinical research, including developing standard operating protocols, safety policies, and staff training.
- Conduct analyses of research data (NHS health data, questionnaires, phenotyping, multi-omic data), using a range of methodological approaches under the supervision of the research team. Use data from other studies and sources for validation, replication and meta-analysis, where appropriate.
- Develop and train in the required research methods aligning personal goals to the needs of the project. Undertake mandatory training required by the employer and the study leads.
- Supervise, teach and train students and junior staff. Be responsible for reviewing and approving their work, adherence to standard operating procedures, record-keeping and communication.
- Where required, personally manage selected research projects, meetings, reports and other activities of high importance, bringing own specialist and clinical knowledge
- Contribute to the preparation of research grants, reporting, contracting and costing, protocol development and study documentation

- Take responsibility for ensuring that all research projects are managed according to current regulatory, ethical, procedural and contractual requirements and undertake and contribute to auditing of all research study activities.
- Ensure that all study data is stored, managed and destroyed in accordance with GPDR and other relevant policies and codes of practice.
- To undertake such administrative, managerial and other duties as are reasonably to be expected of a member of staff of this level of seniority, as agreed with the line manager.
- Write up and present at national and international conferences/meetings and in research reports, articles and journal publications
- Participate in and build effective external networks relevant to the team's work to foster academic collaboration and partnership working aligned to the goals of the research studies
- Contribute to community engagement and Patient and Public Involvement

Please see guidance notes for further instructions on how to complete this section (http://hr.qmul.ac.uk/workqm/paygradingrewards/grading/).

The above list of responsibilities is not exhaustive, and the jobholder may be required to undertake other duties commensurate with the level of the role as reasonably requested by their line manager.

This job description accurately reflects the duties and responsibilities of the role at the time the job description was written. These duties and responsibilities may change over time without significantly impacting on the character of the role, the overall level of responsibility, or its grade.

Depending on strategic or operational needs, the jobholder may in the future be required to work for another existing or new organisational unit and/or at a different site within Queen Mary. This may be on a temporary or indefinite basis and may involve a change in line management and / or regularly working at more than one site.

Citizenship

The Faculty of Medicine and Dentistry is committed to an action plan that supports the cultivation of a diverse and nurturing staff and student community, at the heart of which sits the commitment to equality of opportunity and equity in our processes and structures.

It is the expectation of all staff that they undertake citizenship responsibilities within the Faculty. As part of the appraisal and probation process, your line manager will discuss the expectations of you to lead or participate in citizenship projects/initiatives as set out in the Faculty's EDI Strategy. These responsibilities will be commensurate with the seniority of the role and the expertise and experience of the individual.

Queen Mary University of London

Person specification

This table lists the essential and desirable requirements needed in order to perform the job effectively. Candidates will be shortlisted based on the extent to which they meet these requirements.

Essential: Requirements without which the job could not be done.
Desirable: Requirements that would enable the candidate to perform the job well.

Qualifications	Essential	Desirable
Current clinical professional registration (e.g. GMC, GPC, NMC)	☒**Error! Bookmark not defined.**	☐
Medical qualification (e.g. MBBS, MPharm, MSc/PGDiP Physician Associate)	☒**Error! Bookmark not defined.**	☐
Postgraduate qualification or research degree	☐	☒**Error! Bookmark not defined.**
Experience/Knowledge		
Experience in a relevant clinical speciality (women's health, diabetes, primary care)	☒**Error! Bookmark not defined.**	☐
Experience of working in a clinical role within the NHS	☒	☐
Experience of conducting clinical research in the UK under HRA and REC approvals, including recruitment, delivering clinical study visits and performing in-depth phenotyping using a range of clinical equipment	☒	☐
Using online clinical research management software, e.g. Redcap	☒	☐
Presentation and/or publication of research findings at international conference or peer reviewed journals	☐	☒
Skills/Abilities		
Excellent communication and interpersonal skills, both verbal and written. Able to deal effectively and sensitively with a wide range of people, including the public, professional colleagues and managers.	☒	☐
Ability to identify clinical problems, escalate where appropriate and and communicate sensitively and effectively to patients and NHS colleagues	☒	☐
Excellent organisational and time management skills as well as the ability to prioritise workload and multi-task in a dynamic work environment	☒	☐



Able to work autonomously, with motivation and self-discipline, as well as work effectively within a team	☒	☐
Show attention to detail and high standards of accuracy in record-keeping and all aspects of work.	☒	☐
Be solution-focused and good at troubleshooting	☒	
Data skills: programming/coding, statistical and/or epidemiological analysis (R, Stata, Python, SQL)	☐	☒
Excellent computer literacy, including use of Microsoft Office packages (Word, Excel, Outlook)	☒**Error! Bookmark not defined.**	☐
Relevant second language (e.g. Urdu, Bangla and Sylheti)	☐	☒
Other		
Ability to work flexibly, including out-of-hours working	☒	☐
Ability to travel to sites inside London, with occasional travel within the UK	☒	☐
*The ability to meet UK 'right to work' requirements.	☒	☐

* The University has a legal responsibility to ensure that all potential employees can provide documentary evidence of their legal right to work in the UK prior to commencing employment.

Visa Sponsorship

For those who do not have a right to work in the UK, the University is a UKVI licensed sponsor and is able to issue a Certificate of Sponsorship (CoS) to successful candidates who are offered skilled roles and meet the eligibility criteria. The CoS enables candidates to apply for a Skilled Worker visa. Further information on the Skilled Worker visa can be found via: www.gov.uk/skilled-worker-visa

Global Talent Visa Route

The Global Talent visa is an alternative route to sponsorship, directly applied for by the applicant. It is open to those wishing to work in the UK and who are a leader or potential leader in the fields of academia or research, arts and culture, and digital technology. Further information on the Global Talent Route can be found via: https://www.gov.uk/global-talent

For additional information on both visa sponsorship and non-sponsorship visa routes, please visit the UK Visas and Immigration website: https://www.gov.uk/browse/visas-immigration/work-visas

Academic Technology Approval Scheme (ATAS)

Academics and Researchers applying for Skilled Worker visas and Sponsored Researchers applying for Government Authorised Exchange visas who will be undertaking research activities, at PhD level or above, in the one of the ATAS listed subject areas will be required to obtain an ATAS certificate before they can apply for a visa to work in the UK.

Exemptions will exist for nationals from the EEA, Australia, Canada, Japan, New Zealand, Singapore, South Korea, Switzerland and USA and those applying for Global Talent Visas. For further information on this, please visit the UK Visas and Immigration website: https://www.gov.uk/guidance/find-out-if-you-require-an-atas-certificate






EDI Initiatives

Queen Mary is committed to advancing Equality, Diversity and Inclusion (EDI). We hold a Silver Institutional Athena SWAN award for advancing gender equality and champion a number of EDI initiatives across the University. We also offer a number of development programmes including Springboard, Aurora and B-MEntor.
We are committed to championing EDI relating to all protected characteristics and other underrepresented and marginalised groups under the Equality Act 2010. We offer 'Introducing Inclusion' training for staff to give them an understanding of EDI related issues and provide them with the tools needed to champion inclusivity and embed best inclusive practice in all the work they do. EDI is built into everything we do at Queen Mary, and is championed through a well-established governance structure. If you are interested in learning more about Equality, Diversity and Inclusion at Queen Mary and how to get involved then please contact hr-equality@qmul.ac.uk.

Flexible Working

Queen Mary is proud of the diversity of its staff and students. We encourage inclusive practices in everything that we do, to ensure that everyone who works here feels valued and enabled to have a positive working experience. We are therefore open to considering applications from candidates wishing to work flexibly, balanced against business need. Our Flexible Working Policy includes examples of some of the flexible working arrangements that could be considered. If you feel that this is something that may be of benefit to you, please do ask.

Family Friendly Policies

Queen Mary recognises the commitments that staff have to their family and the importance of work-life balance. To support this Queen Mary offers a range of family friendly policies with enhanced rates of pay available for family-related leave, following a qualifying period of service.

Further Information

Details about us can be found at:

www.qmul.ac.uk/wiph

Informal enquiries should be made to:

Name: Professor Sarah Finer, Professor of Clinical Diabetes, Wolfson Institute of Population Health, Queen Mary University of London

Email: healthlegacy@qmul.ac.uk

General Information

Please note that we advertise our salaries on a range to indicate the trajectory of progression that can be made. Appointments are usually made at the start of the salary range. The Queen Mary salary structure includes automatic pay progression within the published grades, subject to service, funding and performance. In addition to this, there are performance related annual pay review schemes in place.

