



Title: Translational Manager Brain Tumour Research

Department: Physiology and Medical Physics

Tenure: 6 month fixed term 0.5 FTE (with a possibility for renewal, pending continuing funding)

Location: 123 St. Stephen's Green, Dublin

Reporting to: Administrative & Operations Manager

Starting Date: November 2022

About RCSI

As a University of Medicine and Health Sciences, the Royal College of Surgeons in Ireland (RCSI) is a degree-awarding health sciences institution specialising in medical and health sciences education, surgical training and research. As a global institution with undergraduate medical programmes in Dublin, Bahrain and Malaysia; Schools of Medicine, Pharmacy and Biomolecular Sciences, Physiotherapy, Postgraduate Studies and Nursing and Midwifery; and Leadership Institutes in Ireland and Dubai, RCSI has a broad international reach and the ability to unlock significant advancement for patient safety and clinical outcomes worldwide.

RCSI recognises that excellence in research is critical to the quality of its educational activities, its credibility, and, overall, to its mission to enhance human health. Recently, RCSI has implemented a new research strategy that will build upon its strength in translational biomedical and clinical research to deliver transformational, high impact changes in health care. Targeting both Irish national and EU funding, along with increased collaboration with industry, is a major part of the RCSI research strategy. Forging increased collaboration between RCSI PIs and industry is of critical importance to achieving success in this area. RCSI is also committed to provide its researchers with the supports and developmental opportunities to enable them to continuously grow and support their overall career development.

Brain Tumour Ireland Biobank (BTB – <https://www.systemsmedicineireland.ie/brain-tumor-ireland-bio-bank/>) was founded in 2016 by the Department of Physiology and Medical Physics, RCSI, the Neuropathology Department, Beaumont Hospital, and the Neurosurgery Department, Beaumont Hospital, with additional financial support of Brain Tumour Ireland (BTI; main funder) and the Irish Institute of Clinical Neuroscience (IICN, equipment support funder), to develop novel biomarkers and treatments for brain tumour patients. Patients undergoing brain tumour surgery have been given the opportunity to consent to have their tissue included in the biobank. This collaboration will enable RCSI and Beaumont Hospital investigators, as well as other national



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and international investigators to research brain tumours, develop novel biomarker and develop novel therapies for the treatment of brain tumours. By collecting brain tumour cells from patients, the biobank will enable new and targeted therapies for brain tumours to be examined. Only patients who consent can have their tissue used in the biobank, and only tissue surplus to diagnostic requirements can be biobanked.

The objective of this post to provide direct support for the Brain Tumour Biobank Management Team in building strong collaboration between cancer researchers at RCSI and Beaumont Hospital, as well as facilitating partnerships with external research groups and/or research organisations.

The successful candidate will provide a high level function in the ongoing development, maintenance and completion of top-end academic and research collaborations.

Specifically, the duties of the post are:

- Working with the Brain Tumour Biobank (BTB) Management team in the development and implementation of research partnerships between the Department of Physiology & Medical Physics (RCSI) and the Departments of Neuropathology and Neurosurgery at Beaumont Hospital in accordance with the BTB Governance.
- Management of project grant including grant registration and liaising with Post Award for grant amendment as required.
- Liaise with RCSI researchers and Beaumont Neuropathology department to develop research programmes
- Provide support in grant applications and Research Ethics committees (REC) applications
- Preparation of reports (sponsors, Ethics committees).
- Liaise with BTB operations team to perform regular auditing of biobank, or as required.
- Oversee the execution of Research Agreements and other required contracts (e.g., Material & Data Transfer Agreements) with the support from the RCSI Research Office
- Monitor and oversee ethical requirements & documentation related to the BTB.
- Responsibility for drafting and updating Data Management Plans (DMPs) with assistance from the RCSI Research Data Officer.
- Assist in organising outreach events, including online events and materials
- Engage in Patient Public Involvement (PPI) initiatives in partnership with sponsors (BTI)
- Undergoing programmes of training and development as may be required from time to time.
- Performing such other duties as may be requested from time to time.





Qualifications:

- A primary degree in Biological Sciences/Life Sciences/Health Sciences is essential or alternatively a degree in a related discipline is essential.
- A higher degree (e.g., PhD) and background in biomedical science and prior research and education managing skills.

Knowledge & Experience – (Essential):

- Experience working in a multidisciplinary environment with academic and clinical experts.
- Experience of managing research project grant applications
- Self-starter with the ability to work as part of a team
- Excellent interpersonal, influencing and negotiating skills
- Experience handling sensitive and confidential information
- An effective and clear communication style appropriate to audience and situation
- Strong evidence of ability to meet deadlines and attention to detail
- Experience in liaising with key project stakeholders
- Excellent IT and report-writing skills

Knowledge & Experience – (Desirable):

- Experience of working with patients and/or clinical settings
- Experience in developing PPI initiatives

Skills & Competencies:

- **Communication Skills:** Proven ability to communicate complex ideas
- **Project Management Skills:** Ability to ensure that project plans are communicated and that all timelines are met
- **Self-starter with the ability to work as part of a team:** Ability to operate effectively as part of a team – is cordial, tolerant and willing to help others, is co-operative and patient; shares work and information; establishes rapport, can influence and develop effective networks
- **I.T. skills:** Knowledge of MS Office suite.
- **Conscientious:** Have a pro-active approach to work, anticipating and resolving problems in advance; have keen attention to detail - from anticipating and addressing issues in advance to understanding requests and delivering quality work with minimal errors.





- **Flexibility:** Can operate flexibly within a busy environment; can shift focus when required.
- **Customer Focus:** Have strong customer service skills. Be able to communicate with a high level of initiative, tact, diplomacy and confidentiality.
- **Motivated:** Display a 'can-do' attitude, be committed to RCSI ORI and its development; demonstrate enthusiasm and passion for the role.

Application Process

Please apply online no later than 5pm on the closing date with your CV and Covering Letter.

Please click [here](#) to read our Recruitment and Selection Policy for Researchers.

Please Note:

This job description may be subject to change to reflect the evolving requirements of the Department and RCSI in developing healthcare leaders who make a difference worldwide.

Similar vacancies that arise in the next 6 months may be filled from the pool of applicants that apply for this position.

Employees are required to undertake 6 months service in their current role before applying for other internal opportunities, unless agreed in advance by the SMT representative.

RCSI is proud to be an equal opportunity employer and welcome applications from all suitably qualified persons regardless of their gender, civil status, family status, sexual orientation, religion, age, disability or race.

If you have any particular requirements for your interview, please notify the Human Resources Department at your earliest convenience.



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