

# Research Consultant York Health Economics Consortium

**Closing date: Sunday 31 October 2021 at 5pm**

**Interview date: Tuesday 16 November 2021**



# INTRODUCTION

York Health Economics Consortium (YHEC) is looking to recruit a Research Consultant to work on a range of literature-based research and consultancy projects within our Review and Information Services (RIS) work stream. We are a health economics research and consulting company owned by, and based at, the University of York. We provide consultancy and research to a wide range of public and private sector bodies. Our clients include:

- Global pharmaceutical manufacturers
- Medical device and biotech companies
- Government bodies, such as the Department of Health
- NICE and the SMC

We have a team of 56 staff. We hold the Investors in People accreditation with our composite score of 780, against an industry benchmark of 723, putting us in the top 20% of organisations. We want staff to enjoy working at YHEC; our office is a friendly place to work and we have an employee wellbeing programme. This is based on suggestions from staff and includes lunchtime walks, sporting activities and charity fundraising events. YHEC staff nominate a charity on an annual basis and undertake fundraising throughout the year. We also have a social committee who organise events on a regular basis; even in the current circumstances we have used Zoom to help conduct these events. We are keen to support voluntary / charitable activities and staff may set aside up to two days per year (in work time) to undertake such activities. Staff at YHEC enjoy our inclusive, flexible and friendly working environment.

We established our dedicated Review and Information Services (RIS) team over ten years ago, and we produce at least twenty reviews each year for a range of clients, including pharmaceutical companies, MedTech developers and public sector organisations such as NICE and NHS England. These reviews support a number of different needs from health technology assessment submissions, internal company assessments and scoping reviews for new areas of research, to name a few. Our team comprises reviewers, information specialists, and experienced support staff including medical writing and statistical support who all work collaboratively to produce the reviews.

We have an excellent track record of publication in peer reviewed journals and presentations at national and international conferences <https://yhec.co.uk/resources/publications/>. We encourage all teams to conduct methods research and to submit research publications to academic journals. Team members are active in Cochrane and Health Technology Assessment International (HTAi), and are encouraged to develop international methods roles, to present at conferences, to undertake training and to referee journal articles. Our team also supports the InterTASC Information Specialists' Sub-Group (ISSG) Search Filter Resource and the SuRe Info information retrieval methods research resource.

Our location means that staff have full access to the range of facilities offered by the University of York. We encourage staff to engage with other research departments based at the University. The combination of our unique location and the breadth of our research portfolio makes YHEC a stimulating environment to work in, providing opportunities to work with a wide range of clients and to contribute to the research and development of new healthcare treatments. Further details are available at [www.yhec.co.uk](http://www.yhec.co.uk).

# JOB DESCRIPTION & PERSONAL SPECIFICATION

## At a glance

<b>Salary</b>	£25,000 to £38,000
<b>Hours of work</b>	37.5 hours per week
<b>Based at</b>	York Science Park (Flexible and remote working options considered).

## MAIN PURPOSE OF THE JOB

The primary purpose of the role is to undertake systematic reviews and other review activity on a wide range of project types:

- Scoping reviews to inform project or research prioritisation.
- Rapid reviews.
- Systematic reviews of the effects of specific interventions, devices, diagnostic test accuracy and other interventions.
- Reviews to underpin qualitative research.
- Reviews of methods.
- Reviews of economic studies, quality of life studies and utilities.
- Burden of illness reviews.
- Brief desk reviews.
- Reviews to inform indirect and mixed treatment comparisons (network meta-analyses).

This post will report to one of the project directors within YHEC's Review and Information Services team. The candidate will be expected to work in project teams alongside other research staff and project directors. YHEC staff include information specialists, health economists, qualitative researchers, medical writers, statisticians and support staff. YHEC also collaborates with a network of associates and technical experts from external partner organisations.

## MAIN DUTIES

The main responsibilities of the role are to:

- Develop systematic review protocols.
- Liaise with information staff to develop search protocols.
- Screen search results.
- Undertake data extraction and assess risk of bias.
- Perform data synthesis.
- Prepare progress reports and make presentations to clients.

- Produce formal reports to clients and draft manuscripts for submission to journals.
- Prepare data for and liaise with, statisticians as appropriate and guided by their expertise.
- Contribute to the development of proposals for research projects through applications to public/private research funding bodies.
- Liaise with clients within a project, with the support and guidance of senior colleagues.
- Attend client meetings and maintain good working relationships with all clients.
- Occasionally provide supervision of other staff working on the project team.
- Promote YHEC research through academic publications.
- Develop systematic reviewing skills further through professional development activities.

## PERSONAL SPECIFICATION

Essential skills and attributes are:

- A strong interest in the evaluation of health care and the NHS.
- Experience of undertaking systematic reviews and evidence synthesis.
- Ability to multi-task and prioritise work depending on client deadlines.
- Enthusiasm, commitment and ability to produce consistently high quality work within tight deadlines.
- Excellent written and verbal communication skills.
- Willingness to engage in continuing professional development and to contribute to peer-reviewed journals.
- Ability to work on own initiative and as part of a team.
- A post-graduate degree in health services research, health technology assessment (HTA) or a related subject; relevant experience following a first degree will be considered.

## TERMS OF EMPLOYMENT & SALARY

Posts at YHEC are permanent and subject to regular review of performance. Staff are appointed for a trial period of six months, following which employment will be confirmed, subject to successful performance.

YHEC is able to offer a competitive salary and conventional commercial flexibility in annual salary reviews.

There is a performance-related pay scheme in operation at YHEC. Membership of a defined contribution or defined benefit pension scheme is available subject to eligibility criteria being satisfied.

Annual leave entitlement will be 30 days per year, plus bank holidays.



## THE UNIVERSITY

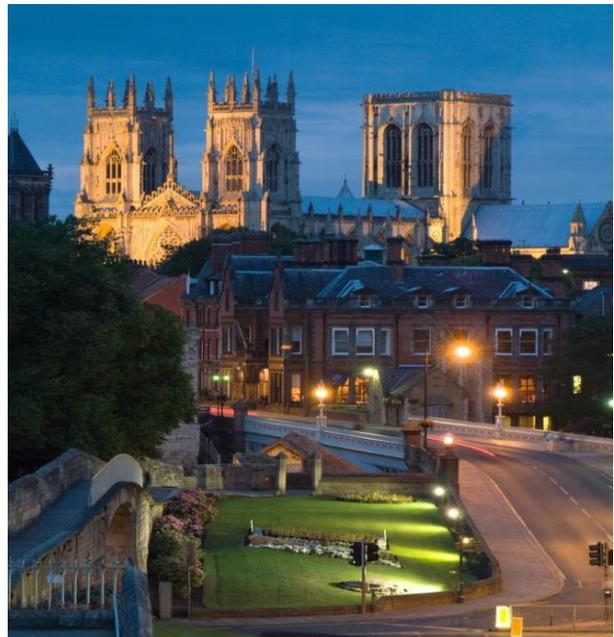
YHEC is a subsidiary company of The University of York and enjoys close links with academic departments. The University of York is a member of the prestigious Russell Group and has established an international reputation for academic excellence. The University of York is one of the most successful research universities in the UK and attracts over £60m a year of funding from research alone. Of 154 universities that took part in the Research Excellence Framework (REF) in 2014, The University of York ranked 14th overall and 10th for the impact of research. The University of York's vision is to be a world leader in the creation of knowledge through fundamental and applied research, the sharing of knowledge by teaching students from varied backgrounds and the application of knowledge for the health, prosperity and well-being of people and society.

### **Attractive enjoyable workplace:**

Centred around the picturesque village of Heslington on the edge of the city of York, the University of York and YHEC are set in an attractive landscaped campus. York enjoys a safe, friendly atmosphere with facilities including bars, shops, theatres and concert halls all within easy walking distance. The University has undergone an unprecedented period of expansion and renewal since 2000. The self-contained campus offers a range of facilities including a sports centre, catering outlets, shops, a nursery, a doctor's surgery and banks.

### **The City of York:**

Internationally acclaimed for its rich heritage and historic architecture, York's bustling streets are filled with visitors from all over the world. Within its medieval walls you will find the iconic gothic Minster, Clifford's Tower and the Shambles – just a few of the many attractions. But York isn't just a great place to visit - it's also a great place to live and work. While nourishing a vibrant cosmopolitan atmosphere, York still maintains the friendly sense of community unique to a small city. Visit [www.visitork.org](http://www.visitork.org) for more information on the city of York.



# HOW TO APPLY

The closing date for applications is Sunday 31<sup>st</sup> October 2021 by 5pm.

To apply please send:

1. A letter of application (1 page max)  
The letter should include how you meet the requirements of the role.
2. A full CV  
Details of two referees (names/position/email address).
3. We assume that we are free to approach referees at any stage unless you state otherwise. If you wish a referee or referees to be approached only with specific permission and / or if they were you are invited to interview. Please clearly specify this for each referee(s). Your referees should not be related to you and should include your present or most recent employer (or, if you are a student, your education establishment).
4. Please direct all applications to [charlotte.anderson@york.ac.uk](mailto:charlotte.anderson@york.ac.uk) quoting reference number 2115 Confidential in the subject line. Please confirm in your letter that you are eligible to live and work in the UK as YHEC does not have a sponsorship licence.

This post is covered by The Rehabilitation of Offenders Act 1974.

It is anticipated that interviews for the post will be held on **Tuesday 16<sup>th</sup> November 2021** via video conference. Please advise us immediately if this date is likely to be inconvenient for you. Short-listed candidates will be asked to undertake a job-specific test as part of the interview process. In addition, if you would like to talk to someone about any adjustments you may need to assist with your application process, please contact Louise Carr by emailing [louise.carr@york.ac.uk](mailto:louise.carr@york.ac.uk) to arrange a confidential conversation.

Informal enquiries are encouraged, to Katy Wilson via [katy.wilson@york.ac.uk](mailto:katy.wilson@york.ac.uk) or Rachael McCool via [rachael.mccool@york.ac.uk](mailto:rachael.mccool@york.ac.uk)

