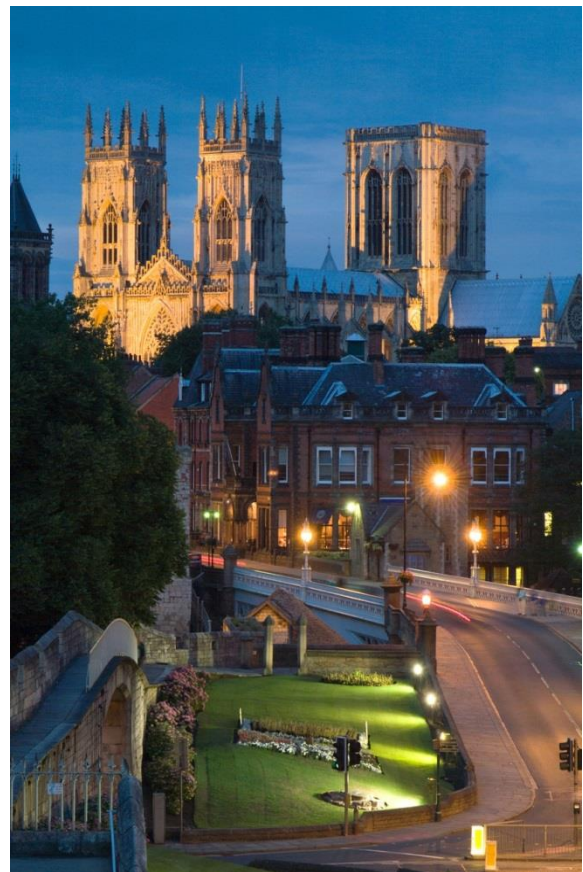


# Research Assistant: DHT

## York Health Economics Consortium

**Closing date:** Monday 27<sup>th</sup> January 2025 at 12pm

**Interview date:** First stage interviews: Friday 31<sup>st</sup> January 2025  
Second stage interviews: Wednesday 5<sup>th</sup> February 2025



## INTRODUCTION

We are looking to recruit a Research Assistant to undertake a wide range of projects in our digital health technologies (DHT) team. 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.

We have a team of around 65 staff and hold the Investors in People accreditation with our composite score of 778, against an industry benchmark of 729, putting us in the top 26% 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. 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 currently have a hybrid approach to working with days in the office varying by individual preference, however, we are finding that new joiners prefer to be in the office full time for the first six months before moving to a hybrid model.

Our HEOR team undertakes research to quantify the cost-effectiveness of a range of health technologies (pharmaceuticals, medical devices, public health interventions) for a range of large and small clients within the public, private and charity sectors. The HEOR team also undertake projects to quantify the patient experience in a range of conditions for the same clients. We work across a broad range of therapy areas including orphan and ultra-orphan indications developing budget impact models, and undertaking statistical analyses of individual patient-level data in order to parameterise our economic models. We also work closely with our clients in preparing their submission dossiers to agencies such as NICE and we actively look to publish our work in peer-reviewed journals.

We are currently seeing an increase in the number of new, innovative, digital health technologies (DHT) and artificial intelligence (AI) health care tools within our dedicated DHT and population health workstream. These new technologies have introduced new challenges in health economics and the methods used to evaluate DHT and AI tools. We are working with a range of organisations including the NHS, Academic Health Science Networks, clinical groups and DHT / AI manufacturers. This creates an exciting opportunity to work on the cutting edge of digital health technology analysis in the UK and to help shape the way DHT and AI technologies are evaluated in the future.

DHTs and AI technologies often influence the diagnostic, screening and treatment pathways. This means they are of interest to decision makers at local, regional and national level. There are often evidence challenges associated with these technologies. This can mean 'messy' decision problems that require creative solutions to model conceptualisation. This often means that the modelling requires wider consideration of factors such as inequalities, sustainability, and impact on other non-health sectors. Due to the breadth of technologies and disease areas, DHT analysts need to be skilled in a variety of modelling approaches including early modelling, decision tree, Markov cohort, Markov Monte Carlo, and patient level simulations.

Our location means that staff have full access to the range of facilities offered by the University of York. There is free parking for YHEC staff and secure cycle parking. Showering facilities are available in the office. 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 using multiple research methods. We want to help you to further develop your professional career at YHEC. We have an active career development programme and successful applicants will be supported to develop their research skills and we actively encourage internal and external training and development. Further details of our work are available at [www.yhec.co.uk](http://www.yhec.co.uk) and photos of recent charity events and social activities are on our social media accounts.

# JOB DESCRIPTION & PERSONAL SPECIFICATION

## At a glance

<b>Salary</b>	£24,087.50 to £28,700.00
<b>Hours of work</b>	36.5 hours a week
<b>Based at</b>	York Science Park

## Main Purpose of the Job

The main purpose of this role is to undertake research and administrative tasks on all projects undertaken by a team of researchers in YHEC. The post holder will work alongside other Research Assistants in the DHT team. The role will suit a recent graduate who would like to gain an understanding of health research.

## Main Duties:

The main responsibilities of a Research Assistant are:

- Undertaking discrete small research projects / tasks, e.g. data analysis, collating cost information, literature reviewing, qualitative telephone interviews, writing sections of reports.
- Development of simple health economic models and costing tools in Excel using an existing template.
- Involvement in preparing proposals for project work, e.g. background research, gathering literature, drafting / collating standard sections of proposal.
- Proactive management of projects, including project monitoring, e.g. ensuring minimal slippage, flagging up deadlines to team.
- Preparation of brief notes, agendas, minutes, reports and related project correspondence.
- Collating and managing team procedures/handbooks for general office use. House-styling of proposals, tenders, questionnaires and reports.
- Occasional supervision of other support staff if helping on specific projects.

## Supervision Received

The post holder is expected to work largely without direct supervision but closely in cooperation with other members of central business services and project teams. There are currently ten Research Assistants within YHEC.

## Essential Qualifications, Knowledge, Skills and Attributes:

- Educated to degree level in a numerical based discipline such as Economics, Psychology, Bio-Medical Sciences, Mathematics or Statistics or have relevant job experience.

## Desirable Qualifications, Knowledge, Skills and Attributes:

- Good educational background (including English and Mathematics GCSE grade B or equivalent).
- Experience of undertaking and or contributing to quantitative research projects.
- Good IT skills in Excel including basic knowledge of functions.
- Excellent planning and organisational skills:
  - Time management.
  - Prioritising workload to meet specific deadlines.
  - Working to deadlines and ensuring project team are aware of these.
- Ability to produce work with a high level of accuracy and attention to detail within tight deadlines.
- Ability to work as part of a team and on own initiative with a high degree of self-motivation and proactivity.
- Excellent interpersonal skills.
- Ability to work under pressure with an adaptable approach to work.
- Ability to maintain confidentiality and use tact and discretion.

## Terms of Employment

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.

## Salary

The salary will be in the range of £24,087.50 to £28,700.00 subject to qualifications and experience. 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 Complete University Guide 2022 shows that overall, the University of York was ranked 18th in the UK, 1st in Yorkshire and the Humber. The University of York is a member of the prestigious Russell Group, who are a dynamic, research-intensive university. They work collaboratively in partnership with institutions across the world to develop life-saving discoveries and new technologies that tackle some of the most pressing global challenges. Their 30+ academic departments undertake ground-breaking research that underpins their inspiring teaching and challenges students to dream big, think critically and change the world. 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.

We think that YHEC is a **great place to work**.  
But don't just take our word for it...

Staff survey results (May 2023)



**97%**

of staff think YHEC is a **great place to work**



**98%**

of staff believe that YHEC has a **positive impact on society**

**83%**

of staff **feel appreciated** for the work that they do



As a YHEC employee, you'll enjoy...

### Additional support



Flexible working (core hours of 11am to 3pm)



Compressed hours, if preferred



Supportive culture for workload management

### A feeling of community



Sporting activities  
Charity fundraising  
Volunteering days

### Company benefits



30 days annual leave, plus bank holidays



Discounted gym membership



Cycle to work scheme

It's no wonder we were awarded **Gold** by **Investment in People**



## HOW TO APPLY

The closing date for applications is **Monday 27<sup>th</sup> January at 12pm**

To apply please complete the application form at <https://forms.gle/XTVZoYkE9YHN6P7G9>

**Please note:** If you are not a British or Irish citizen, from 01 January 2021 you will require permission to work in the UK. This will normally be in the form of a visa but, if you are an EEA/Swiss citizen and resident in the UK before 31 December 2020, this may be your passport or status under the EU Settlement Scheme. **Please can you confirm that you have the required permissions on the application form. If your application does not include this, it will not be eligible for consideration.**

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

It is anticipated that screening interviews for the post will be held on **Friday 31<sup>st</sup> January**, with full interviews on the **Wednesday 5<sup>th</sup> February**. Both via zoom. 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.

Informal enquiries are encouraged, to Angel Varghese, Project Director, [angel.varghese@york.ac.uk](mailto:angel.varghese@york.ac.uk) or Hayden Holmes; Associate Director, [hayden.holmes@york.ac.uk](mailto:hayden.holmes@york.ac.uk)

