Coláiste na Tríonóide, Baile Átha Cliath
Trinity College Dublin
Ollscoil Átha Cliath | The University of Dublin

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Part-Time Research Assistant

Post Title:	**Research Assistant**
Post Status:	**Up to 1 year contract, Full-time**
Research Group / Department / School:	**School of Psychology, Global Brain Health Institute, Trinity College Institute of Neuroscience**
Location:	**Trinity College Dublin, the University of Dublin College Green, Dublin 2, Ireland**
Reports to:	**Lorina Naci, Assistant Professor of Neuroscience**
Terms & Conditions:	
Closing Date:	**Until position is filled**

Post Summary

The post holder will be part of a multidisciplinary research team working on studies examining cognitive disorders. Current research focuses on Alzheimer's and other dementias, mild cognitive impairment, brain-injury and healthy volunteers. Our studies use imaging, biomarkers and neuropsychological methods to assess healthy volunteers, carers and patients. The post holder will manage participant neuroimaging data collection at Trinity College Institute of Neuroscience and patient behavioural and neuropsychological testing at the St James's Hospital, in Dublin, Ireland. The post holder will also manage trial data, conduct data entry, quality check data and adhere to trial protocols.

Trinity College Institute of Neuroscience (TCIN) is Ireland's only dedicated neuroscience research institute, one of Europe's leading and among the world's top 0.01% neuroscience institutes, based on the citations of its scientific publications (ISI Thomson Reuters, 2009). TCIN is a large scale Trinity Research Institute (TRI) with 45 PIs and 200 researchers. TCIN possesses an extensive research infrastructure including Tissue laboratories, Optogenetic facilities a 7T & 3T Magnetic Resonance Imaging (MRI) systems, 2 TMS systems, 128 channel EEG systems. It has developed advanced preclinical models and has access to patient populations, biosamples, and genotyping. Clinical assessment and patient -ocused studies occur at the Memory Clinic, located within the Mercer's Institute for Successful Ageing, a state of the art clinical, research and teaching facility for older people located at St. James's Hospital.

Standard duties and Responsibilities of the Post

The post holder will gain experience with project management and all aspects of the research process, which could serve as a launch pad to graduate studies and a host of other jobs.

The main responsibilities of the post-holder are to support the set-up, co-ordination, management and delivery of research studies; to undertake neuroimaging and psychological assessments of participants; follow quality assurance procedures to ensure that all data is accurately recorded; conduct neuroimaging data analysis; liaison with international partners; contribute to the preparation of presentations, and manuscript publications.

1. Recruitment

Recruit and screen participants to ensure the recruitment targets for the studies under her /his responsibility are achieved. Promote and maintain effective communication with research participants and members of the research team. Collaborate with external/ internal academic colleagues. Attend multi-disciplinary meetings and clinics as appropriate. Evaluate participant eligibility for entry to the study by carrying out screening assessments

2. Assessments

To undertake protocol-based neuroimaging and psychological assessments of participants, and monitor their condition throughout their participation.

3. Data Management

Ensure all adverse events and/or incidental findings are appropriately recorded and reported. Maintain accurate records and ensures all relevant information is documented in source data worksheets and patient medical records if applicable. Complete the electronic case report form in a timely and efficient manner. Obtain any missing data and resolve queries with the clinical investigators. To observe the confidentiality of participant information at all times, in accordance with the Data Protection Act. Contribute to reports or presentations as required by the principal investigators.

4. Project Support
Communicate effectively with participants, the research team and other professionals as appropriate. Provide ongoing information, advice and support to individuals participating in research studies and their carers and act on any concerns raised in a timely manner. To support preparation for site initiations, periodic monitoring and safety reporting. The post holder will support the delivery of the various internal/external audits. Ensure the research studies are carried out efficiently and effectively. Maintain study site files and documentation. Meet with and present to potential collaborators including funding bodies, pharmaceutical companies and others as required.

5. Planning and Organising
The Research Assistant will be required to support and attend research meetings, and other members of the team as necessary.

6. Problem Solving
The role will involve co-ordinating assessments and follow-up as necessary in accordance with research protocols. It will also involve neuroimaging data acquisition, storage, analyses, data sharing etc.

7. Key Contacts/Relationships
The post-holder will work with Professors Lorina Naci and Brian Lawlor at the Global Brain Health Institute (GBHI) at Trinity College Dublin, and will facilitate communication and data/project sharing with the GBHI site at the University of California San Francisco. Locally, they will work closely with clinical team at the Memory Clinic at St James's Hospital, and the Trinity College Institute of Neuroscience. Internationally, they will also work closely with the PREVENT partners, Research Co-ordinator and the PREVENT Trial National Co-ordinator and other sites across the UK, as well as the Alzheimer's Society, INSERM Neuroscience Unit, and Industry Partners.

Salary

The appointment will be made on the Research Assistant Salary Scale at a point in line with Government Pay Policy.

Person Specification

Qualifications

BSc/BA in psychology, cognitive neuroscience, neuroscience, biomedical engineering, or related field.

Knowledge & Experience

Essential

- Knowledge of statistics
- Programming proficiency (MATLAB strongly desired)
- Excellent computer skills
- Writing proficiency
- Self-motivated with the ability to work both as part of a multi-disciplinary team and able to take the initiative when working alone
- Evidence of formulating, planning and carrying out a research project
- Ability to guide and support other members of staff; effective team working
- Evidence of continuing professional development
- Excellent organisational skills and ability to prioritise work and meet deadlines
- Able to establish appropriate documentation and record keeping
- Good presentation skills and ability to prepare and present reports
- Assertive, confident and emotionally resilient
- Personal commitment, enthusiasm, professional attitude and positive role model

Desirable

- MSc in psychology, cognitive neuroscience, neuroscience, biomedical engineering, or related field
- Experience of Statistical Parametric Mapping (SPM) software and neuroimaging data analyses techniques
- Understanding of project management techniques

Skills & Competencies

- Excellent computer skills
- Excellent organisational skills and ability to prioritise work and meet deadlines
- Good presentation skills and ability to prepare and present reports

Further Information for Candidates

To apply:

Please send the following items by email to NACIL[at]TCD.IE with the subject line PREVENT RA2020:

- A cover letter explaining why this position interests you and what you will bring to it
- Your curriculum vitae (maximum two A4 pages)
- Your transcript or grades (from MSc/BSc/BA)
- The names of three references with email addresses and phone numbers

Closing date for receipt of applications is **5pm on December 4th 2020.**

Further details

*Dr. Lorina Naci's laboratory: http://www.lorinanaci.org

*Trinity College Institute of Neuroscience: https://www.tcd.ie/Neuroscience/

*The Global Brain Health Institute: http://www.gbhi.org/

*Trinity School of Psychology: https://psychology.tcd.ie/

URL Link to School	**www.tcd.ie**
URL Link to Research Group	**lorinanaci@org**

Trinity College Dublin, the University of Dublin

Trinity is Ireland's premier university, with a proud tradition of excellence stretching back to its foundation in 1592. The oldest university in Ireland, and one of the oldest in Europe, today Trinity sits at the intersection of the past and the future, and is ideally positioned as a major university in the European Union. Our 47-acre campus is located in the heart of Dublin city centre and is home to historic buildings dating from the University's establishment, as well as some of the most cutting-edge teaching and research facilities in Ireland. Students at Trinity benefit from a unique educational experience across a range of disciplines in our three faculties – Arts, Humanities, and Social Sciences; Engineering, Mathematics and Science; and Health Sciences. The pursuit of excellence through research and scholarship is at the heart of a Trinity education, and our researchers have an outstanding publication record and strong record of grant success.

Trinity has developed 18 broad-based multidisciplinary research themes that cut across disciplines and facilitate world-leading research and collaboration within the University and with colleagues around the world. These internationally recognised themes include such diverse areas as Cancer, Immunology, Telecoms, Identities in Transformation, Nanoscience, Neuroscience, and Making Ireland. Researchers from across the University work together in innovative ways to develop new and exciting approaches to their research and explore the frontiers of knowledge in the 21st century. In creating these dedicated research themes, Trinity's researchers are able to become a more powerful force on the global stage, successfully competing for large-scale grants and attracting top students and faculty to the University. Trinity is home to Ireland's first purpose-built Nanoscience research institute, CRANN, which opened in January 2008. This state-of-the-art facility houses 150 scientists, technicians, and graduate students in specialised laboratories, fostering creative innovations that have seen Trinity's researchers make significant breakthroughs.

The Trinity Long Room Hub for Arts and Humanities Research Institute is the University's flagship institute for research in the Arts and Humanities, providing a world-class environment for cross-disciplinary collaborative projects. The Long Room Hub provides a central location through which the University's internationally respected Arts and Humanities research can become more visible, demonstrating its relevance for contemporary and future societies.

Researchers from across the University regularly participate in debates on topical issues facing the world today. As well as operating an International Visiting Research Fellowship programme, the Long Room Hub also hosts major EU-funded Digital Humanities projects.

One of the most instantly recognised parts of Trinity's campus is the famous Old Library, home to the historic Book of Kells as well as other internationally significant holdings in manuscripts, maps, and early printed material. Trinity's Library is the largest research library in Ireland and is an invaluable resource to Trinity's students and research community. Built up over the four centuries of the University's existence, the Library's collections have benefitted from its status as a Legal Deposit library for the past 200 years, granting Trinity the right to claim a copy of every book published in Ireland and the UK. At present, the Library's holdings span approximately 4.25 million books, 22,000 printed periodical titles, and access to 60,000 e-journals and 250,000 e-books.

Trinity attracts top students from Ireland and abroad and prides itself on the consistently high standard of student admitted to the University every year. These students are drawn to Trinity for the excellence of our research-led teaching and for the quality and prestige a degree from this University confers. Trinity has also pioneered accessibility to education in Ireland, becoming the first university in the country to reserve 15% of its undergraduate places for students from non-traditional learning groups. Trinity is the top-ranked European university for student entrepreneurship and Europe's only representative in the world's top-50 universities.

Our alumni have gone on to shape the history of Ireland and of Western Europe in a wide range of fields. These include such notable figures as Jonathan Swift, Oscar Wilde, William Rowan Hamilton, Edmund Burke, William Stokes, Denis Burkitt, Louise Richardson, Lenny Abrahamson, and Anne Enright. Three of Trinity's graduates have been awarded Nobel prizes: Ernest Walton for Physics in 1951; Samuel Beckett for Literature in 1968; and William Campbell for Physiology / Medicine in 2015. Trinity also counts the first female President of Ireland among its alumni in Mary Robinson, as well as other notable former Presidents Douglas Hyde and Mary McAleese. At Trinity we are justifiably proud of our tradition, and we strive to uphold this excellence as we face the demands of the 21st century.

Ranking Facts

Trinity is the top ranked university in Ireland. Using the QS methodology we are ranked 88th in the world and using the Times Higher Education World University Rankings methodology we are 117th in the world.

Overall

- Trinity is Ireland's No.1 University in the QS World University Ranking, THE World University Ranking and the Academic Ranking of World Universities (Shanghai).
- Trinity is ranked 88th in the World, and 29th in Europe, in the 2017/2018 QS World University Ranking.
- Trinity is ranked in the Top 100 for Graduate Employability in the QS 2017 Rankings.
- Trinity is in the Top 50 most innovative universities in Europe according to Reuters.[1]
- Between 2010 and 2015, Trinity was ranked the top university in Europe for entrepreneurship according to Pitchbook's independent analysis.[2]

[1] http://www.reuters.com/article/us-innovative-stories-europe-idUSKCN0Z00CT
[2] http://pitchbook.com/news/reports/2015-2016-pitchbook-universities-report

Internationalisation

- Trinity is ranked 52nd in the world in the THE World University Ranking for international outlook.

Research Performance

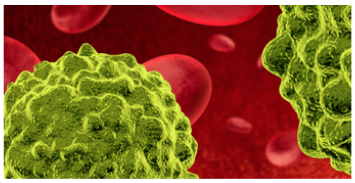
- Of the 981 institutions included in the THE World University Rankings for 2017, Trinity is in the top 15% internationally for research performance.
- Trinity is ranked in the top 15% internationally by QS for citations.

In the QS World University Rankings:

- Trinity featured in the world's elite (Top 200) institutions in 25 of the 28 subjects in which it was evaluated by the QS World University Rankings by Subject in 2015. Of these, Trinity ranked in the top 100 in the world in 14 subjects and in the top 50 in the world in 6 subjects: English Language and Literature; Nursing; Politics and International Studies; History; Biological Sciences; and Modern Languages.
- In three out of the last four years, Trinity has been consistently ranked in the Top 50 worldwide for the following areas: English Language and Literature; Nursing; Modern Languages; and Politics and International Studies.
- In the QS Faculty rankings, Trinity has been consistently ranked in the Top 100 globally for Arts and Humanities over the last four years.

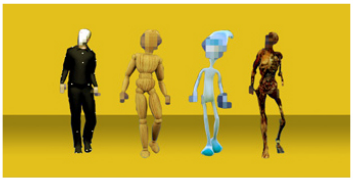
Research Themes

Ageing



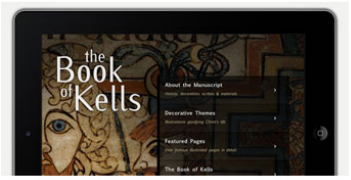
Cancer

Creative Arts Practice



Creative Technologies

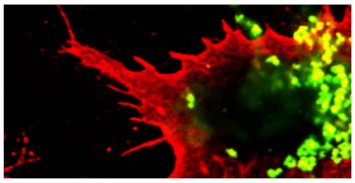
Digital Engagement



Digital Humanities

Genes & Society

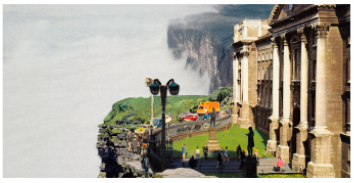
Identities in Transformation



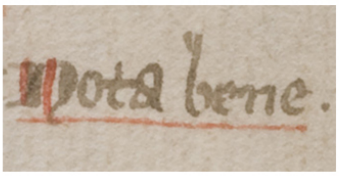
Immunology, Inflammation & Infection

International Development

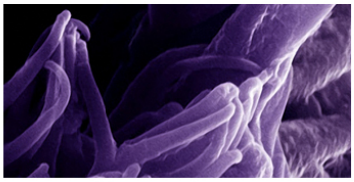
International Integration



Making Ireland

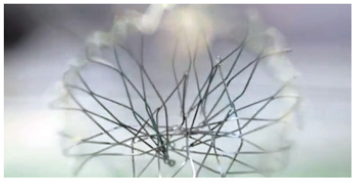


Manuscript, Book and Print Cultures



Nanoscience

Neuroscience



Telecommunications

Smart Sustainable Planet

Next Generation Medical Devices

The Selection Process in Trinity

The Selection Committee (Interview Panel) may include members of the Academic and Administrative community together with External Assessor(s) who are expert in the area. Applications will be acknowledged by email. If you do not receive confirmation of receipt within 1 day of submitting your application online, please contact the named Recruitment Partner on the job specification immediately and prior to the closing date/time.

Given the degree of co-ordination and planning to have a Selection Committee available on the specified date, the University regrets that it may not be in a position to offer alternate selection dates. Where candidates are unavailable, reserves may be drawn from a shortlist. Outcomes of interviews are notified in writing to candidates and are issued no later than 5 working days following the selection day.

In some instances the Selection Committee may avail of telephone or video conferencing. The University's selection methods may consist of any or all of the following: Interviews, Presentations, Psychometric Testing, References and Situational Exercises.

It is the policy of the University to conduct pre-employment medical screening/full pre-employment medicals. Information supplied by candidates in their application (Cover Letter and CV) will be used to shortlist for interview.

Applications from non-EEA citizens are welcomed. However, eligibility is determined by the Department of Jobs, Enterprise and Innovation and further information on the Highly Skills Eligible Occupations List is set out in Schedule 3 of the Regulations https://www.djei.ie/en/What-We-Do/Jobs-Workplace-and-Skills/Employment-Permits/Employment-Permit-Eligibility/Highly-Skilled-Eligible-Occupations-List/ and the Ineligible Categories of Employment are set out in Schedule 4 of the Regulations https://www.djei.ie/en/What-We-Do/Jobs-Workplace-and-Skills/Employment-Permits/Employment-Permit-Eligibility/Ineligible-Categories-of-Employment/. Non-EEA candidates should note that the onus is on them to secure a visa to travel to Ireland prior to interview. Non-EEA candidates should also be aware that even if successful at interview, an appointment to the post is contingent on the securing of an employment permit.

Equal Opportunities Policy

Trinity is an equal opportunities employer and is committed to employment policies, procedures and practices which do not discriminate on grounds such as gender, civil status, family status, age, disability, race, religious belief, sexual orientation or membership of the travelling community. On that basis we encourage and welcome talented people from all backgrounds to join our staff community. Trinity's Diversity Statement can be viewed in full at https://www.tcd.ie/diversity-inclusion/diversity-statement.

Pension Entitlements

This is a pensionable position and the provisions of the Public Service Superannuation (Miscellaneous Provisions) Act 2004 will apply in relation to retirement age for pension purposes. Details of the relevant Pension Scheme will be provided to the successful applicant.

Applicants should note that they will be required to complete a Pre-Employment Declaration to confirm whether or not they have previously availed of an Irish Public Service Scheme of incentivised early retirement or enhanced redundancy payment. Applicants will also be required to declare any entitlements to a Public Service pension benefit (in payment or preserved) from any other Irish Public Service employment.

Applicants formerly employed by the Irish Public Service that may previously have availed of an Irish Public Service Scheme of Incentivised early retirement or enhanced redundancy payment should ensure that they are not precluded from re-engagement in the Irish Public Service under the terms of such Schemes. Such queries should be directed to an applicant's former Irish Public Service Employer in the first instance.

Application Procedure

Candidates should submit a full Curriculum Vitae to include the names and contact details of 3 referees (including email addresses), together with a cover letter (1x A4 page) that specifically addresses the application procedure set out above.

APPLICATIONS WILL ONLY BE ACCEPTED BY E-RECRUITMENT:

http://jobs.tcd.ie

If you have any application queries, please contact:

[RECRUITMENT PARTNER'S NAME]

Human Resources, House No. 4,

Trinity College Dublin, the University of Dublin

Tel: +353 1 896 [0000]

Email: [RECRUITMENT PARTNER'S EMAIL ADDRESS]