

RICE – THE RESEARCH INSTITUTE FOR THE CARE OF OLDER PEOPLE

JOB DESCRIPTION

POST:	Research Psychologist
STARTING SALARY RANGE:	£25,147
TERM:	Fixed term for 1 year (pending further review).
HOURS:	37.5 hours per week, Monday – Friday 9.00am-5.00pm – some flexibility is required.
QUALIFICATIONS:	Single Honours Degree in Psychology (1 st or 2.1) which is recognised by the British Psychological Society as conveying Graduate Basis for Chartered Membership
ACCOUNTABLE TO:	Senior research psychologist and Research and Medical Director of RICE
JOB SUMMARY:	To assist in the memory clinic, with the clinical research programme carried out at RICE (this will include clinical research trials), and educational activities.

THE ROLE

In this role, you will be part of a multi-disciplinary team working across a range of clinical and research activities at RICE. Our work in the NHS contracted Memory Clinic helps us to identify and work with suitable patients for clinical trials, to develop ideas for research and to use the findings to help establish new treatments and inform best practice. The role combines clinical practice and research activities.

Hours of work, which include offsite assessments, are normally 9.00am – 5.00pm, with 30 minutes lunch, but some flexibility is required. Occasional out of hours work may be necessary, for example, as related to a particular research project.

GENERAL

RICE is an independent charity and an internationally renowned centre for dementia research, diagnosis and treatment. Our research aims to improve life for people with dementia and their families and carers, and to find drug and non-drug treatments for people with conditions such as Alzheimer's disease and other diseases predominantly affecting older people. Our contracted NHS Memory Clinic service and allied activities also provide support to patients, families and carers. We are currently in an ambitious phase of development to increase significantly our clinical and academic research programme. We work closely with the Universities of Bath, Bristol and other research institutions, both nationally and internationally, and with the Royal United Hospital.

CLINICAL RESPONSIBILITIES:*Memory Clinics*

- To undertake assessment of the cognitive function of patients attending the RICE centre, particularly within the RICE Memory Clinics under the supervision of the RICE clinical team.
- To assist the RICE research team in projects involving various aspects of ageing, age-related memory changes and dementia, and other research projects. This includes home visits so access to own transport is essential.

- To carry out the necessary administration duties required by the RICE centre to support its efficient running.
- To keep up-to-date with relevant developments in the assessment of cognitive function and the management of patients with memory problems and dementia.
- To attend departmental meetings and other meetings as relevant including Investigator Meetings.
- To liaise with other centres including hospitals and general practices on project work and to act as an ambassador for the RICE centre.
- To be familiar with and work to all the Standard Operating Procedures and assist in ensuring that they are kept up to date.

PROFESSIONAL & EDUCATIONAL RESPONSIBILITIES:

On a day-to-day basis, you will be responsible to the Senior Research Psychologist. In addition, you will have regular educational supervision from the research and medical director.

The post holder will also work with the Pharmaceutical company representatives and to communicate with General Practitioners and other health service and related personnel.

OTHER RESPONSIBILITIES

All employees are required to carry out other such duties as may reasonably be required for the smooth running of the RICE centre. This may include some out of hours working to be agreed on an individual basis.

PROFESSIONAL & EDUCATIONAL RESPONSIBILITIES:

- Abide by all legal and statutory regulations relating to practice.
- Comply with the legal requirements and rights of the individual according to Mental Health legislation.
- Be familiar with all RICE policies and Standard Operating Procedures (SOPs) and comply with these at all times, and assist in ensuring the SOPs are kept up to date.
- Help to ensure that patients and carers are as fully informed as possible about their illnesses and benefits to which they are entitled.
- Assist in setting up and running Carers' Courses, Cognitive Stimulation Therapy and Living Well with Dementia groups.
- Promote the work of RICE to visitors, including other health professionals and members of the public, and represent RICE at external functions.
- Take responsibility for on-going personal development and education, in particular regarding the clinical areas of work at RICE.
- Share skills and contribute to training of new staff.
- Contribute to educational sessions, e.g. Journal Club.

OTHER RESPONSIBILITIES

- All staff are required to carry out other such duties as may reasonably be required for the smooth running of RICE.
- All RICE staff must be eligible to work in the United Kingdom.
- All staff are required to undergo DBS checks, and to sign a confidentiality agreement.

CONFIDENTIALITY AND INFORMATION GOVERNANCE

Much of our work is of a confidential nature. All employees sign a confidentiality statement on commencement and termination of employment agreeing confidentiality must be maintained on any information – verbal or written – that is learned as part of our clinical activities and research programme.

SAFEGUARDING ADULTS AND CHILDREN

All staff have a responsibility to safeguard adults and children, which includes an understanding of and commitment to the relevant policies and procedures.

HEALTH & SAFETY

- All staff must comply with Health and Safety legislation, policies and practice.
- RICE positively promotes health. Smoking is prohibited in RICE, on the Royal United Hospitals site and on NHS premises.

EQUAL OPPORTUNITIES

RICE - The Research Institute for the Care of Older People is committed to equality of opportunity in the workplace.

PRIVACY NOTICE

In order for us to carry out our activities and obligations as an employer, we need to collect information about your actual or potential employment with us. However, we recognise the importance of your privacy and RICE is committed to ensuring that your privacy is protected.

If your application is successful we keep your relevant data throughout your employment with us.

If your application with RICE is unsuccessful we will hold your information for 6 months from the end of the recruitment period.

You can find a full copy of our privacy notice on our [website](#).

ANNUAL REVIEW AND APPRAISAL

The post holder will agree annual objectives in line with RICE annual review and appraisal policy.

PERSON SPECIFICATION

ESSENTIAL	DESIRABLE
<p><i>Qualifications and Experience</i></p> <ul style="list-style-type: none">• Single Honours Degree in Psychology (1st class or 2.1) which is recognised by the British Psychological Society as conveying Graduate Basis for Chartered Membership.• Knowledge of the principles of academic neuropsychology and neuropsychological research literature.• Understanding of the biological basis of dementia and its progression.• Detailed understanding of research methods and statistics. <p><i>Personal qualities</i></p> <ul style="list-style-type: none">• Excellent interpersonal and communication skills: to work with patients and their families and carers, and to develop and maintain effective working relationships	<ul style="list-style-type: none">• MRes/MSc in Research Methods, OR MSc in Applied/Cognitive Neuropsychology OR MSc in Cognitive Neuroscience.• Experience of or working with individuals with dementia or other neurodegenerative conditions.• Experience of carrying out cognitive assessments and/or neuropsychological assessments.• Previous research experience in the area of neuropsychology and/or dementia.• Experience of working on clinical research trials (e.g. randomised control trials or other).• Experience of documenting results, observations, decisions and actions and communicating these effectively across the multidisciplinary team.

with colleagues within RICE and externally, with researchers, clinicians and members of the public involved in research studies.

- The ability to work under the direct supervision of the research team, and to work independently to complete research tasks and activities.
- Good IT skills.
- Full UK driving licence and own transport insured for work use.

Closing Date and Interviews

Closing date for applications: Midnight Monday 25th September 2023

Interview date: Friday 6th October 2023

Please note applicants will only be contacted if they have been shortlisted for an interview.