

**RICE – THE RESEARCH INSTITUTE FOR THE CARE OF OLDER PEOPLE****JOB DESCRIPTION**

<b>POST:</b>	Research Psychologist
<b>STARTING SALARY RANGE:</b>	£20,150
<b>TERM:</b>	Permanent
<b>HOURS:</b>	37.5 hours per week, Monday - Friday 9.00am-5.00pm – some flexibility is required.
<b>QUALIFICATIONS:</b>	Single Honours Degree in Psychology (1 <sup>st</sup> or 2.1) which is recognised by the British Psychological Society as conveying Graduate Basis for Chartered Membership
<b>ACCOUNTABLE TO:</b>	Clinical Manager and Director of RICE
<b>JOB SUMMARY:</b>	To assist in the memory clinics and with the clinical research programme carried out at RICE (this will include clinical research trials).

**THE ROLE**

In this role, you will be part of a multi-disciplinary team working across a range of clinical 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 – The Research Institute for the Care of Older People has been helping older people live better lives since 1985. Our vision is to make growing older better by undertaking clinical research to improve the diagnosis, medical treatment and care of dementia and other related diseases that are particularly relevant to older people.

RICE is an independent registered charity dedicated to essential research and providing support for people with dementia, their families and carers, and to improving the quality of life of everyone involved. We also provide contracted NHS Memory Clinics for the Bath and North East Somerset (BaNES) area. Our internationally renowned dementia research and treatment centre is located in a purpose built facility in Bath on the Royal United Hospital site. Currently the focus of our research is memory problems and dementia, particularly Alzheimer's disease.

In 2015, we embarked on an ambitious new phase of our development, which includes plans to significantly increase our clinical and academic research programme. In strategic partnerships with the University of Bristol and the Royal United Hospitals Bath NHS Foundation Trust (RUH) we have appointed a RICE Professor of Old Age Psychiatry, and with the RUH, a Consultant Geriatrician, and we are working to expand our facilities at the RICE Centre. Following a mid-term strategy review in 2017 we re-launched our major appeal, the DementiaPlus Appeal.

## **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. Please note Community Memory Screening Clinics are held outside Bath so you will need access to your own transport.
- To assist the RICE research team in projects involving various aspects of normal ageing, age-related memory changes and dementia, and neuropsychological research projects.
- To contribute to the academic research programme of the RICE centre by contributing to the delivery of new and existing research projects. This includes home visits so access to own transport is essential.
- To participate in clinical trials and projects to evaluate the efficacy of pharmaceutical preparations for dementia and related conditions.
- 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 Clinical Manager. In addition, you will have the opportunity to work with and be supervised by our Honorary Senior Research Fellow, who is a Clinical Psychologist and Professor of Mental Health Research (Dementia).

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.

## **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 and Cognitive Stimulation Therapy 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, eg 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"> <li>• Single Honours Degree in Psychology (1<sup>st</sup> class or 2.1) which is recognised by the British Psychological Society as conveying Graduate Basis for Chartered Membership.</li> <li>• Knowledge of the principles of academic neuropsychology and neuropsychological research literature.</li> <li>• Understanding of the biological basis of dementia and its progression.</li> <li>• Detailed understanding of research methods and statistics.</li> </ul> <p><i>Personal qualities</i></p> <ul style="list-style-type: none"> <li>• Excellent interpersonal and communication skills: to work with patients and their families and carers, and to develop and maintain effective working relationships with colleagues within RICE and externally, with researchers, clinicians and members of the public involved in research studies.</li> <li>• The ability to work under the direct supervision of the research team, and to work independently to complete research tasks and activities.</li> <li>• Good IT skills.</li> <li>• Full UK driving licence and own transport insured for work use.</li> </ul>	<ul style="list-style-type: none"> <li>• MRes/MSc in Research Methods, <b>OR</b> MSc in Applied/Cognitive Neuropsychology <b>OR</b> MSc in Cognitive Neuroscience.</li> <li>• Experience of or working with individuals with dementia or other neurodegenerative conditions</li> <li>• Experience of carrying out cognitive assessments and/or neuropsychological assessments</li> <li>• Previous research experience in the area of neuropsychology and/or dementia</li> <li>• Experience of working on clinical research trials (e.g. randomised control trials or other)</li> <li>• Experience of documenting results, observations, decisions and actions and communicating these effectively across the multidisciplinary team.</li> </ul>