



Post Specification

Post Title:	Clinical Research Nurse (Staff Nurse)
Post Status:	Full Time 2 year contract
Research Group /Department/School:	Clinical Research Facility – School of Medicine Trinity College Dublin, the University of Dublin
Location:	Clinical Research Facility, St. James’s Hospital, Dublin 8
Reports to:	ADON for Clinical Research Facility
Salary:	€27,483-€43,800 (HSE pay Scale in accordance to experience)
Working Hours:	37.5 hours per week, usually between 0800 and 1600, Monday to Friday, but role may require flexibility (e.g. attending evening clinics) and in time there may be a requirement for night and weekend shifts.
Closing Date and Time:	12 Noon on 20 th October 2017
Informal Enquiries	Maria Gannon CNM 2 GANNONM2@tcd.ie
Applications to:	Geraldine Quinn gquinn@tcd.ie

Please note that Police vetting will be sought in respect of individuals who come under consideration for a post.

Post Summary

This position will involve working with a team of research nurses in an established Clinical Research Facility at St James’s Hospital. Research projects will range from investigator lead studies to Clinical trials involving investigational medicinal products across a wide disease spectrum. Dynamic, flexible nurses with a strong clinical skill set are invited to apply for this position.



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Standard duties and Responsibilities of the Post:

Research responsibilities will include:

- To work within the standard operating procedures and research protocols associated with industry and academic clinical research activities in accordance to Good Clinical Practice.
- To play a proactive role in driving on-going clinical research projects through participant recruitment, participant follow-ups, identifying problems early and regular feedback with Principal Investigator and research team.
- To actively participate in the implementation of clinical investigations and trials.
- To assist in ensuring the overall smooth running of clinical research in line with best practice, ICH-GCP and within the scope of the protocol.
- To arrange study specific research meetings if necessary, including staff notification, completion and writing of minutes where applicable.
- To ensure participant confidentiality and dignity is assured and maintained at all times during a clinical trial/research project.
- To take responsibility for maintenance and upkeep clinical research documentation, including: site files, case record forms, monitoring arrangements, data correction, data collection and data entry.
- To complete (with the help of the sponsor company if necessary) all ethical and regulatory procedures (submissions, query resolution etc.) for the clinical trial studies you are assigned.
- To review proposed research protocols and provide input to site study feasibility reports (e.g. annual site participant numbers, equipment / test availability etc.)
- To attend investigator meetings as appropriate relative to studies assigned to you.
- To ensure prompt management of all study related correspondence.



- To prepare your studies for Internal / Sponsor / HPRA Health Products and Research Authority audits as required.
- To ensure that participants are fully informed of all details pertaining to the clinical trial/research project prior to their recruitment.
- To screen participants in order to identify suitable study candidates.
- To ensure that all assigned studies are completed to the highest standards in accordance with ICH-GCP, IMB/EU Directive requirements.
- To carry out other duties as appropriate to the post as may be assigned from time to time by the CRF Director and/or the CRF CNM2/ADON.

Clinical Practice responsibilities will include:

- Provide nursing expertise and care to participants participating in a clinical trial.
- Ensure participants have an understanding of their disease and the proposed research and standard treatment options.
- Work with a Multidisciplinary Team in evaluating and treating clinical problems, as they arise in the research settings.
- Be competent in phlebotomy procedures or be willing to train.
- Adhere to nursing policies and procedures for TCD and St. James's Hospital.
- Ensure continuity of patient care by liaising with outside health care professionals, and those who are involved in clinical work.
- Use agreed protocols to deal with referrals and enquiries from other hospitals
- Promote a safe clinical environment for patients, visitors and staff with due regard to Health and Safety and Risk Management issues.

Professional development

- Maintain professional registration.
- Undertake further education as appropriate to keep updated with changes within the field of Clinical Research.



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- Attend and participate in: In service and staff education, Staff conferences appropriate outside conferences and/or other professional development activities
- Identify nursing/midwifery research opportunities
- Take responsibility for own professional development and updating including maintaining a record of activities.

Quality Assurance

- Help maintain the system for recording clinical activity.
- Demonstrate commitment to evidence based practice.
- Maintain clinical and administrative records and reporting arrangements.
- Provide a high quality efficient and effective service, respecting the needs of each participant.
- Continually monitor the service ensuring it reflects current needs and implement change where required.

Other duties and responsibilities may be specified from time to time at the discretion of the management.

Person Specification

Mandatory Requirements

- Must have current registration as a general nurse with the Nursing and Midwifery Board of Ireland.
- Have a minimum of 4 years post registration experience in an acute hospital setting (within the last 7 years).
- Have proven clinical skills such as venipuncture, current IV policy, basic life support training and ability to provide safe and high quality nursing care to a wide variety of research participants across different disease spectrums.



- Ability to work within scope of practice in a confident and safe manner, ensuring professional accountability and adherence to hospital policies and protocol.
- Have excellent oral and written communication skills – requires attention to detail and meticulous record keeping.
- Have excellent organisational and ‘problem solving’ skills.
- Ability to work independently, self-directed but also works well within a team and under supervision and direction.
- Ability to monitor performance of self and others against set standards.
- Have the interpersonal skills required to integrate as part of a diverse research team and the ability to relate to a broad spectrum of research participants.
- Have good IT skills including Microsoft Office, email etc.
- Share knowledge and expertise with other staff.
- Develop specialist skills to support research studies, under supervision.

Desirable Requirements

- Experience in the field of clinical trials of medicinal products or medical devices.
- Experience in translational “bench to bedside” research
- Certificate in Good Clinical Practice (ICH-GCP)
- IV Cannulation
- Intensive Care unit experience

Further Information for Candidates

URL Link to School	www.tcd.ie
URL Link to Research Group	http://www.sjhcrf.ie/
URL Link to Human Resources	https://www.tcd.ie/hr/



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GARDA CLEARANCE:

Police vetting will be sought in respect of individuals who come under consideration for a post.

PLEASE NOTE: Candidates will be required to complete and return a Garda Vetting form should they come under consideration for appointment. In some cases they may be requested to complete the form on the day of interview. This form will be forwarded to An Garda Síochána (Irish Police) for security checks on all Irish addresses at which they have resided. An Garda Síochána will make enquiries with the Police Service of Northern Ireland with respect to addresses in Northern Ireland. If a candidate is not successful in obtaining the post for whatever reason, this information will be destroyed. If a candidate, therefore, subsequently comes under consideration for another position, they will be required to supply this information again.

While candidates must complete information in relation to all addresses at which they have resided, the vetting is only done on addresses on the island of Ireland.

If a candidate has resided / studied in countries outside of Ireland for a period of 6 months or more, it is mandatory for them to furnish a Police Criminal Records Check/ Police Certificate from those countries stating that they have no convictions recorded against them while residing there. Candidates will need to provide a separate Police Criminal Records Check/ Police Certificate for each country in which they have resided. The Police Criminal Records Check/ Police Certificate must be dated after the date the candidate left the relevant country. Candidates should provide documentation in the English and/or Irish language. Translations must be provided by a registered translation company/institute in the Republic of Ireland; all costs will be borne by the candidate. Only original version documents will be accepted.



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Candidates should be aware that any information obtained in the Garda Vetting process can be made available to the employing area.

It is the responsibility of the candidate to seek security clearances in a timely fashion as they can take some time. No candidate will be appointed without this information being provided and being in order.

The following websites may be of assistance in this regard:

www.disclosurescotland.co.uk

www.psni.police.uk

www.afp.gov.au

This website provides information on obtaining a national police clearance certificate for Australia

www.courts.govt.nz

This website provides information on obtaining police clearance in New Zealand.

For other countries not listed above candidates may find it helpful to contact the relevant embassies who could provide information on seeking Police Clearance. Original Police Clearance documentation should be forwarded to Human Resources where it will be copied and the original returned to the candidate by post. Any cost incurred in this process will be borne by the Candidate

Trinity College Dublin, the University of Dublin

Founded in 1592, Trinity is at the nexus of tradition and innovation, offering undergraduate and postgraduate programmes across 24 schools and three faculties: arts, humanities, and social sciences; engineering, maths and science; and health sciences. Spread across 47 acres in Dublin's city centre, Trinity's 17,000-strong student body comes from all 32 counties of Ireland, and 16% of students come from



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outside the country. Of those, 40% are from outside the European Union, making Trinity's campus cosmopolitan and bustling, with a focus on diversity.

As Ireland's leading university, the pursuit of academic excellence through research and scholarship is at the heart of the Trinity education. Trinity is known for intellectual rigour, excellence, interdisciplinarity, and research-led teaching. Home to Nobel prize-winners such as scientist Ernest Walton and writer Samuel Beckett, Trinity draws visitors from across the world to its historic campus each year, including to the Book of Kells and Science Gallery which capture the university's connection to both old and new.

Trinity accounts for one-fifth of all spin-out companies from Irish higher education institutions, helping to turn Ireland into an innovation-intensive, high-productivity economy. That culture of innovation and entrepreneurship is a defining characteristic of our campus as we help shape the next generation of job creators.

Trinity has developed significant strength in a broad range of research areas, including the 19 broadly based multi-disciplinary thematic research areas.



Ireland's first purpose-built nanoscience research institute, CRANN, houses 150 scientists, technicians and graduate students in specialised laboratory facilities. Meanwhile, the state-of-the-art Biomedical Sciences Institute is carrying out breakthrough research in areas such as immunology, cancer and medical devices.

The Old Library, which houses the Long Room, in Trinity is the largest research library in Ireland, with a collection of six million printed items, 500,000 maps, 80,000 electronic journals, and 350,000 electronic books. Some of the world's most famous scholars are graduates of Trinity, including writer Jonathan Swift, dramatist Oscar Wilde, philosopher George Berkeley, and political philosopher, and political theorist Edmund Burke. Three Trinity graduates have become Presidents of Ireland - Douglas Hyde, Mary Robinson and Mary McAleese.



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Trinity is the highest ranked university in Ireland, and among the world's leading higher education institutions.

Trinity College Dublin World University Rankings

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 71st in the World and 21st in Europe in the 2013/2014 QS World University Ranking across all indicators.

Internationalisation

- Trinity is ranked 44th in the World in the Times Higher Education Top 100 Most International Universities.
- Trinity is 46th in the World in the QS World University Ranking 2013/2014 in terms of International Faculty.

Research Performance

- Trinity is ranked in the top 70 universities in the world in the Times Higher Education Ranking of World Universities in terms of overall research and in the top 75 universities in the world in terms of citations (research impact).
- Trinity ranks in the top 1% of research institutions in the world in the following 17 Essential Science Indicators fields (an increase of over 150% from 2004): Physics, Chemistry, Engineering, Social Sciences (General), Immunology, Neurosciences, Nanosciences, Materials Science, Pharmacy and Toxicology, Molecular Biology and Genetics, Biology and Biochemistry, Microbiology, Plant and Animal Science, Clinical Medicine, Agriculture, Psychiatry/Psychology, Environment/Ecology.



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In the QS Faculty Rankings 2015*:

- Trinity is ranked 63rd in the world in Arts and Humanities.
- Trinity is ranked 69th in the world in Life Sciences and Medicine.
- Trinity is ranked 89th in the world in Social Sciences and Management.

In the QS Subject Rankings 2015:**

Trinity College Dublin features 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 2015. Of these, Trinity ranks in the top 100 in the world in 14 subjects and in the top 5 in the world in 5 subjects.

Top 50

- Trinity is ranked 32nd in the world in English Language and Literature.
- Trinity is ranked 33rd in the world in Politics and International Studies.
- Trinity is ranked 39th in the world in History.
- Trinity is ranked 48th in the world in Biological Sciences.
- Trinity is ranked 49th in the world in Modern Languages.

Top 100

- Trinity is in the top 100 in the world in Chemistry.
- Trinity is in the top 100 in the world in Computer Science and Information Systems.
- Trinity is in the top 100 in the world in Education.
- Trinity is in the top 100 in the world in Geography.
- Trinity is in the top 100 in the world in Law.
- Trinity is in the top 100 in the world in Medicine.
- Trinity is in the top 100 in the world in Pharmacy and Pharmacology.
- Trinity is in the top 100 in the world in Philosophy.
- Trinity is in the top 100 in the world in Psychology.



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Trinity subjects ranked in the world top 101-200 (QS Subject Ranking 2015)

Subject	Trinity Rank
Accounting and Finance	101-150
Business and Management Studies	101-150
Economics and Econometrics	101-150
Linguistics	101-150
Physics and Astronomy	101-150
Sociology	101-150
Engineering - Civil and Structural	151-200
Engineering – Electrical	151-200
Engineering – Mechanical	151-200
Environmental Sciences	151-200
Mathematics	151-200

* QS 'Faculty' Rankings 2015: www.topuniversities.com/faculty-rankings

** QS Subject Rankings 2015: www.topuniversities.com/subject-rankings

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



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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.

Employment Permit Eligibility Criteria

Applications from non-EEA citizens are welcomed. However, eligibility is determined under the relevant regulations of the Department of Jobs, Enterprise and Innovation. Trinity, as an accredited research organisation, can form Hosting Agreements with third country nationals (Non-EEA nationals) for the purposes of conducting research in the University. 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 a Hosting Agreement or Employment Permit as appropriate. See <https://www.djei.ie/en/What-We-Do/Research-Innovation/Hosting-Agreement-Scheme/>

Equal Opportunities Policy

Trinity College 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,



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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 College's Diversity Statement can be viewed in full at

<https://www.tcd.ie/diversity-inclusion/diversity-statement>

Application Procedure

Candidates should submit a cover letter together with a full curriculum vitae to include the names and contact details of 3 referees (email addresses if possible) to:

Name: Ms. Geraldine Quinn

Title: Senior Executive Officer

Email Address: gquinn@tcd.ie

Contact Telephone Number: 01 8962241



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