Hughes Hall Research Associateships for Three Academic Clinical Lecturers

Are you:

- Training to be a clinician-scientist through the integrated academic-clinical training programme?
- An ACL in a Department, Faculty or other Institution of, or associated with, the University of Cambridge?
- Expecting to be in post for several years?
- Creative, with clear leadership potential?
- Interested in joining a progressive Cambridge college and committed to further developing its strengths in clinical and academic medicine?

Hughes Hall is looking to recruit non-stipendiary Academic Clinical Lecturers with a difference.

You must have excellent academic credentials and be conducting significant research in the biomedical sciences. This will be evidenced by a strong PhD, a high impact publication record, a current ACL appointment and your supervisors’ references. You must also be able to communicate your research vision effectively to specialist and general audiences.

We particularly welcome those conducting research which relates to genomics in its widest sense and has the potential to cross traditional academic and clinical boundaries. It might for example be interdisciplinary, involve public outreach, likely to influence public policy or otherwise have the potential to significantly influence clinical and professional practice.

The difference we seek at Hughes Hall is that you will also have other personal qualities that complement your academic ability, e.g. an unrelated expertise, creativity, collaboration, leadership, entrepreneurship, initiative, resourcefulness, interests beyond academia. These qualities will already have been demonstrated in some way and will develop further during your time at Hughes Hall and beyond. We are looking for individuals who will make a significant difference to the college and who will benefit from the academic opportunities available to its senior members.

Hughes Hall is a mostly graduate college with over 700 students in all disciplines, and with particular strengths in five Focus Areas: Biomedical Sciences, Physical Sciences, Education, Law and Business. We hold regular events for these areas and for Humanities and Social Sciences, as well as events of wider academic and cultural interest. We are one of only four colleges hosting the highly competitive and prestigious Cambridge graduate course in medicine. We also have an institutional link with the PHG Foundation.
The college is non-hierarchical, and works hard to value and integrate its Research Fellows and Associates (see https://www.hughes.cam.ac.uk/life-at-hughes/postdoctoral-research/). The successful candidates will join over 200 senior members who each contribute to our academic, social and cultural life.

Appointments will be for a fixed term of three years, conditional on continued appointment as an ACL or the award of a competitive intermediate fellowship or university appointment. This is renewable for a further two years conditional on college review.

The posts are non-stipendiary, but those appointed will enjoy the following benefits:

- Joining a thriving post-doc community with broad interests on participating in College life
- Joining The Bridge initiative: a unique innovation to translate research into policy, practice or products https://www.hughes.cam.ac.uk/about-us/research-translation/
- 2 free meals per week
- Use of college rooms and other facilities
- Conference and travel grants up to £500 p.a.
- Central Parking at the College

APPLICATION PROCESS

Informal enquiries

May be made to:

Professor Bill Irish, Postgraduate Medical Dean, and Fellow, Hughes Hall, Cambridge University by e-mail in the first instance: bi223@cam.ac.uk

Or

Vanessa Wong, ACL and Research Fellow, Hughes Hall, Cambridge University vanessawong@doctors.org.uk

Applications

Formal applications should be sent to research.competition@hughes.cam.ac.uk by 9.00 am BST on Monday 11th June 2018. We cannot accept late applications.

1. Candidates should enclose the Cover Sheet with their application, with:

   Two Academic references. It is the candidate’s responsibility to ensure that their referees send their references in confidence to research.competition@hughes.cam.ac.uk by the closing date. Referees should be asked to advise the College about the candidate’s achievements to date, and the strength of promise for future research. A reference should be on institutional notepaper and signed. It should be sent electronically.

   Confirmation of a current ACL appointment from the Cambridge Academic Training Office (CATO), and a deanery NTN(A) from Health Education East of England.
2. In their cover letter, candidates should explain their clinical, research and other interests, and also the ways in which they feel they might be able to contribute to, and benefit from, the life of the College.

3. Candidates should enclose a *curriculum vitae*.

4. All applicants must also enclose a research statement of not more than 1,000 words outlining present and future research, intelligible to a non-specialist academic.

5. Candidates are encouraged to complete the Equality and Diversity monitoring form.

Short-listed candidates will be invited to an informal lunch with the President and senior medical Fellows.

If you have any queries about the application process, please contact research.competition@hughes.cam.ac.uk, 01223 761087.
How we use your personal information

-- Job applicants and candidates for election to College memberships

This statement explains how Hughes Hall (“we” and “our”) handles and uses information we collect about applicants (“you” and “your”) for jobs, senior memberships and Fellowships. In broad terms, we use your data to manage your application to the College and our subsequent recruitment or election processes.

The controller for your personal information is the College, Hughes Hall, Wollaston Road, Cambridge, CB1 2EW. The person responsible for data protection at the time of issue, and the person who is responsible for monitoring compliance with relevant legislation in relation to the protection of personal information, is the Bursar, Victoria Espley, bursar@hughes.cam.ac.uk.

The legal basis for processing your personal data is that it is necessary either in order for you to enter into an employment contract with us, or for you to enter into membership of the College, where you will be subject to the College’s governing documents.

How your data is used by the College

Your data is used by us for in the first instance solely for the purposes of considering your suitability for appointment, employment and/or election and for us to manage our recruitment processes, including our monitoring of equality and diversity within the College.

If you have concerns or queries about any of these purposes, or how we communicate with you, please contact us at the address given below.

The College holds the following personal data relating to you, in line with the purposes above:

A* personal details, including name, contact details (phone, email, postal);
B* your application form and associated information submitted by you at that time;
C other data relating to your recruitment (including references we take up as part of the recruitment process, any pre-employment assessment of you, and any assessment of you at an informal or formal interview);
D any occupational health assessments and/or medical information you have provided, and related work requirements;
E* evidence of your right to work in the UK (e.g. copies of your passport);
F* information relating to your age, nationality, gender, religion or beliefs, sexual orientation and ethnicity;
G any correspondence relating to the outcome of the recruitment process (either successful or unsuccessful).

Those marked with an * relate to information provided by you. Other data and information is generated by us or, where self-evident, provided by a third party.

We will not access personal data about you from social media sites, unless there is a legitimate interest for us to do so (for example, the role you have applied for has a significant public-facing element to it, or is involved with publicity and presenting us to the general public). Consequently, we do not routinely screen applicants’ social media profiles but, if aspects of your social media profile are brought to our attention and give rise to concerns about your suitability for the role in
question, we may need to consider them. Our social media guidelines are available at: https://www.hughes.cam.ac.uk/about-us/foi-publications/

For certain posts, we may use the Disclosure and Barring Services (DBS) and Disclosure Scotland to help assess your suitability for certain positions of trust. If this is the case, we will make this clear to you in separate correspondence. Certificate and status check information is only used for this specific purpose, and we comply fully with the DBS code of Practice regarding the correct use, handling, storage, retention and destruction of certificates and certificate information. We recognise that it is a criminal offence to pass this information on to anyone who is not entitled to receive it.

**Who we share your data with**

We share relevant personal data with those involved in the selection process and our sub-contracting agent for HR services. Information is not shared with other third parties without your written consent. Generally, personal data is not shared outside of the European Economic Area.

If you are successful in your application, the data is subsequently held as part of your employment or membership record with us.

If you are unsuccessful in your application, we retain all data and information for no more than twelve months after the closing date of the application process.

In either case, where the post has required a “resident market test” (needed if the post is open to applicants from outside the European Union), the College will retain the application records of any shortlisted candidates for the duration of the sponsored post and twelve months thereafter.

**Your rights**

You have the right: to ask us for access to, rectification or erasure of your data; to restrict processing (pending correction or deletion); and to ask for the transfer of your data electronically to a third party (data portability). Some of these rights are not automatic, and we reserve the right to discuss with you why we might not comply with a request from you to exercise them.

Failure to provide the information reasonably requested of you may result in an automatic disqualification from the recruitment process.

You retain the right at all times to lodge a complaint about our management of your personal data with the Information Commissioner’s Office at https://ico.org.uk/concerns/

Last updated: May 2018 Victoria Espley, Bursar