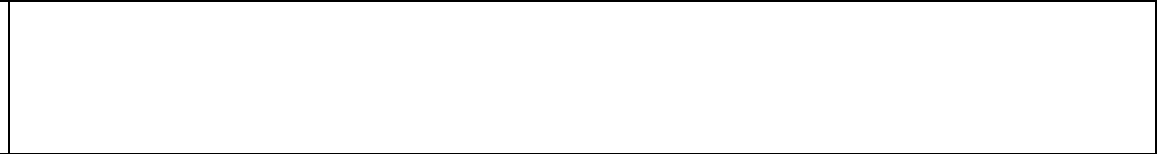


<p>Job Title Research Manager - Diabetes Research Steering Groups (DRSGs)</p>	<p>Directorate and team This role sits in the Research Directorate</p> <p>Department</p> <pre> graph TD Director[Director of Research] --> EA[Executive Assistant] Director --> AD[Assistant Director of Research Strategy and Partnerships] AD --> RFT[Research Funding Team] AD --> RCT[Research Communications Team] AD --> DRSGs[Diabetes Research Steering Groups] DRSGs --> HRF[Head of Research Funding] HRF --> RM[Research Manager DRSGs] RM --> RO[Research Officer DRSGs] </pre> <p>Job and reporting Line</p>
<p>Key focus of the role To lead the operational management of the Diabetes Research Steering Groups (DRSGs) initiative which brings researchers, people with diabetes and healthcare professionals together to identify research priorities to advance our understanding of diabetes and address unmet clinical need. The role is responsible for line management of the Research Officer within the DRSG team, project management and maintaining oversight of the initiative, and promoting and ensuring representative involvement of people with or at risk of diabetes in the DRSGs.</p>	
<p>Key deliverables</p> <ul style="list-style-type: none"> Line manage DRSG Research Officer Support the DRSGs to ensure they are identifying priority areas for diabetes research and driving investment into these areas Liaise with other teams across Diabetes UK and external organisations to build wider engagement with and move forward the work of the DRSGs 	
<p>Contractual information</p> <ul style="list-style-type: none"> Contract type: Permanent Hours: 35 hours a week - Full Time Pay range: Band: 5 	
<p>Key working relationships internal Research Funding and Research Communications Teams, Involvement Team, Policy and Care Improvement Directorate, Regional Diabetes UK Offices, Volunteer and Operations Team</p>	

Key working relationships external

DRSG members and the wider diabetes research and healthcare ecosystem, volunteers, other funding organisations and diabetes community groups



All jobs at Diabetes UK are based on our competency framework called the **What-How Framework**. In the following sections we've listed:

- the key activities you'll undertake (**the What**) and
- the skills, knowledge, experience and behaviours you need to be successful in this role (**the How**).

When applying, focus on the bullet points that are **bold and marked with (S)** only. We will use these elements for shortlisting purposes.

Key activities – What you need to do

Setting and Delivering objectives	Making decisions	Communicating with others	Building external relationships
<ul style="list-style-type: none"> • Develop and lead representative involvement from people affected by diabetes in all DRSG work • Work with DRSG members to identify priority research areas and establish ways to move forward areas identified (S) • Manage and oversee the work of the DRSG Research Officer in the administration of the initiative, whilst supporting their personal development (S) • Support the Assistant Director of Research to develop and deliver DRSG Workshops and other additional meetings 	<ul style="list-style-type: none"> • Proactively identify ways to improve processes around DRSG meetings, patient and public involvement activities, and outputs (S) • Prioritise projects bearing in mind the workload of the team and the nature of the opportunities 	<ul style="list-style-type: none"> • Work with the Research Communications team to ensure DRSG priorities are communicated effectively both internally and externally • Report on DRSG progress within the research directorate and to all relevant oversight bodies, and act on feedback received • Engagement with the Diabetes UK organisational strategic outcomes to ensure cross-organisational team collaboration where there is overlap in research priorities identified by the DRSGs (S) 	<ul style="list-style-type: none"> • Build a good relationship with and provide support to all DRSG members • Engage other funders with shared interest in DRSG priorities (S)

Skills, knowledge, experience and behaviours – How you need to do it

When applying, focus on the bullet points that are **bold and marked with (S)** only. We will use these elements for shortlisting purposes.

Setting and delivering objectives	Making decisions	Communicating with others	Building external relationships
<ul style="list-style-type: none"> • Able to project manage and have oversight of a wide range of projects to meet deadlines in an organised manner (S) • Experience of organising and facilitating events, workshops, or similar • Understanding and experience of patient and public involvement and strategic research funding (S) 	<ul style="list-style-type: none"> • Able to identify areas for development or issues and provide solutions using critical thinking, reasoning and experience (S) • Able to prioritise effectively between a wide range of projects and actions in a way which balances the needs of DRSG members and the organisation 	<ul style="list-style-type: none"> • Able to communicate clearly with others in a way that shows you are aware of their needs and preferences (S) • Able to be flexible and work as part of a team 	<ul style="list-style-type: none"> • Able to influence and work collaboratively with others • Understanding of how research funding and co-funding partnerships are developed and delivered (S)

Qualifications – Qualifications you need to carry out this role

Essential:

PhD in biomedical sciences or a related discipline, experience of working in an busy office environment, understanding of the research funding landscape and patient and public involvement, experience of overseeing the work of others.

Desirable:

Experience of working for a medical research funder. Experience of working in diabetes research. Managerial experience.