



<b>Job title:</b>	<b>Research Manager – Market Research – Patient and Caregiver Experience in Rare Diseases</b>
<b>Reporting to:</b>	<b>Head of Research and Medical Communications</b>
<b>Hours:</b>	<b>Full time post however part time with a minimum of 28 hours may be considered for the right candidate</b>
<b>Location:</b>	<b>Amersham, hybrid working</b>
<b>Salary:</b>	<b>Dependent on experience</b>

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### **The company**

Join our team at Rare Disease Research Partners, a unique research and medical communications agency specialising in rare and complex diseases. We are a small bespoke agency operating on a not-for-profit basis and owned by the MPS Society, one of the leading rare disease charities in the UK. This is a rare opportunity to contribute to meaningful projects that directly impact patients' lives and access to new treatments.

Join us and you will be working with a highly skilled, dedicated and supportive team. In addition to a competitive salary, we offer pension contributions, life assurance (subject to the conditions of the scheme), 5 weeks annual leave (increasing after 5 years' service), extra leave between Christmas and New Year and an Employee Assistance Programme.

We will support your career development through in-house and professional courses, with opportunities to present our research at international conferences, contribute to business development and coach and line manage junior members of the team.

### **The role**

We are seeking a talented Research Manager to join our team to run a portfolio of qualitative and quantitative studies from proposal through to delivery. In this role, you will collaborate with global pharmaceutical companies, international KOLs, and patient advocacy organizations on projects that make a tangible difference in the rare disease community.

You will be responsible for the delivery of a portfolio of projects whilst maintaining familiarity with current industry practices and regulatory requirements (e.g. GCP, BHIA Code of Practice, GDPR). Your responsibilities will include:

- Drafting of study proposals and costings
- Planning of research studies including choice of methodology and protocol development
- Project management and acting as the main contact for the client
- 'Hands on' delivery of projects (e.g. development of study materials, fieldwork, analysis, report writing, presentation of results)
- Coaching/line managing junior researchers and reviewing their work
- Contributing to business development through development of good working relationships with clients and delivery of high-quality outputs

### **General areas of responsibility**

- Participate in team meetings and attend training events relevant to specific responsibilities
- Assist with any reasonable duty at the request of the line manager for the post
- Maintain Good Clinical Practice, BHBIA, ABPI, GDPR and other relevant training

### **You**

The ideal candidate will have:

- At least 4 years of experience in healthcare market research (qualitative and quantitative preferred)
- Excellent project management skills
- Strong analysis and data interpretation capabilities
- Very strong attention to detail, with the ability to prepare high level reports which require only minor Director-level amendments
- Superior communication skills, both verbal and written
- Experience line managing and coaching junior researchers
- Strong initiative and ability to identify issues and create solutions
- A passion for the MPS Society's mission and aims

### **To apply**

Applications should be made to [HR@mpssociety.org.uk](mailto:HR@mpssociety.org.uk) Please provide your CV and a covering letter explaining how your previous roles and experiences make you the candidate we are looking for.

For an informal chat about the role please contact Alex Morrison [a.morrison@rd-rp.com](mailto:a.morrison@rd-rp.com)

### **Further information**

This role is based in our Amersham office. We are currently hybrid working with the core office days for the team being Tuesdays, Wednesdays and Thursdays, giving the option to work Mondays and Fridays from home. During the probationary period you will be required to work the three core office days in the office each week. Following completion of a 6-month probationary period you will be required to work two or more of the core office days in the office each week.

The successful candidate must be eligible to work in the UK.

Salary will be agreed according to experience and pro-rata for part time hours.

### **Disclosure & Barring Service (DBS)**

The MPS Society is a charity that provides a range of care, support and activities for children and adults at risk throughout the UK. This is provided in a number of ways through our dedicated support and advocacy service, annual events, patient expert meetings and conferences. MPS staff, trustees and volunteers may be asked to be involved in the delivery of its regulated activities and therefore will require an enhanced DBS check during recruitment and for this to be reviewed on a regular basis.