



]]Job Description

College	UCD College of Health and Agricultural Sciences
School	UCD School of Nursing, Midwifery and Health Systems
Post Title	Research Assistant
Project	Towards Resilience in Family Caregiving for People with Dementia
Post Duration	Up to 2 years(full-time)
Reports to	Professor Gerard Fealy
HR Reference No.	007882
HR Administrator	Sean Coyle

Position Summary

Applications are invited for the post of Research Assistant to work on a project that aims to develop and promote resilience in family carers of people with dementia. The position offers an exciting opportunity for a suitably-qualified individual to work on a major national project, funded by the Health Research Board (HRB), and led by a team of researchers at UCD, in partnership with Care Alliance and St Vincent's University Hospital.

The study will be conducted within a participatory action research framework and the successful applicant will be involved with a range of research activities including literature reviews, ethics applications, data-mining, instrument development, cognitive interviewing, a postal survey, data management and report-writing. The post holder will also be involved in setting up and establishing a Family Carers' Network group and will contribute towards the development of an Enhancing Carers' Resilience (EnCaRe) programme for family caregivers of people with dementia.

The Research Assistant will work under the direction of Professor Gerard Fealy, Principal Investigator, and will support the research team on all elements of fieldwork associated with the project. The post will be offered for a period of up to 2 years, on a fixed term, full-time basis. The Research Assistant will be based within UCD School of Nursing, Midwifery and Health Systems.

Salary: €19,665 –€29, 637per annum pro rata

Appointment on the above range will be dependent on qualifications and experience.

Principal Duties and Responsibilities

Under the direction of the Principal Investigator and the research team, the Research Assistant will:

- Conduct a systematic search of the literature and prepare a draft synthesis of the literature on resilience and family caregiving
- Assist with the design and development of a questionnaire and support all elements of a postal survey
- Undertake cognitive interviewing with family carers of people with dementia
- Engage in data management including data entry, data-mining and analysis
- Support all elements of fieldwork associated with the project and liaise with team members, collaborators and key stakeholders
- Support the establishment of a Carer's Network and contribute towards the development of an intervention aimed at family carers of people with dementia
- Maintain accurate records, conduct administrative work associated with the project and maintain the project's website.
- Assist with writing and producing progress reports and support project management and project dissemination and outreach activities
- Undertake any other such duties as may be assigned by the Principal Investigator or nominee.

Selection Criteria

Selection criteria outline the qualifications, skills, knowledge and/or experience that the successful candidate would need to demonstrate for successful discharge of the responsibilities of the post. Applications will be assessed on the basis of how well candidates satisfy these criteria.

Mandatory

- Master's degree (or equivalent). A masters by research degree or a degree in social research methods will be an advantage
- Experience in conducting systematic literature search and review
- Previous relevant experience as a research assistant, including experience with literature searches, data collection and analysis
- Good computer skills and experience of using data management packages such as SPSS and working with large datasets.
- Excellent communication skills (oral, written, presentation)
- Excellent organisational and administrative skills, including project management skills and a proven ability to work to deadlines
- Ability to work on one's own initiative and as part of a team.

Desirable

- Previous experience in the field of informal caregiving and/or dementia care
- Experience of participatory action research
- Experience of postal surveys
- Experience of website management
- A record of having contributed to publication(s) in a peer-reviewed journal.

Further Information for Candidates

Supplementary information

The University:	http://www.ucd.ie/aboutucd.htm
The College of Health Sciences:	http://www.ucd.ie/chs/
The School of Nursing, Midwifery and Health Systems:	http://www.ucd.ie/nmhs/

Relocation Expenses

- Will not apply
- Will be applied in accordance with the UCD policy
<http://www.ucd.ie/hr/policies/#d.en.31150>

Informal Enquiries ONLY to:

Name:	Professor Gerard Fealy
Title:	Professor or Nursing and Associate Dean for Research, Innovation and Impact
Email address:	Gerard.fealy@ucd.ie
Telephone:	+353 1 7166461

**Eligibility to compete and certain restrictions on eligibility
(Relevant only to those with previous Irish Public Sector experience)**

Incentivised Scheme for Early Retirement (ISER)

It is a condition of the Incentivised Scheme for Early Retirement (ISER) as set out in Department of Finance Circular 12/09 that retirees, under that Scheme, are debarred from applying for another position in the same employment or the same sector. Therefore, such retirees may not apply for this position.

Department of Health and Children Circular (7/2010)

The Department of Health Circular 7/2010 dated 1 November 2010 introduced a Targeted Voluntary Early Retirement (VER) Scheme and Voluntary Redundancy Schemes (VRS). It is a condition of the VER scheme that persons availing of the scheme will not be eligible for re-employment in the public health sector or in the wider public service or in a body wholly or mainly funded from public moneys. The same prohibition on re-employment applies under the VRS, except that the prohibition is for a period of 7 years, after which time any re-employment will require the approval of the Minister for Public Expenditure and Reform. People who availed of either of these schemes are not eligible to compete in this competition.

Collective Agreement: Redundancy Payments to Public Servants

The Department of Public Expenditure and Reform letter dated 28th June 2012 to Personnel Officers introduced, with effect from 1st June 2012, a Collective Agreement which had been reached between the Department of Public Expenditure and Reform and the Public Services Committee of the ICTU in relation to ex-gratia Redundancy Payments to Public Servants. It is a condition of the Collective Agreement that persons availing of the agreement will not be eligible for re-employment in the public service by any public service body (as defined by the Financial Emergency Measures in the Public Interest Acts 2009 – 2011) for a period of 2 years from termination of the employment. Thereafter the consent of the Minister for Public Expenditure and Reform will be required prior to re-employment. People who availed of this scheme and who may be successful in this competition will have to prove their eligibility (expiry of period of non-eligibility) and the Minister's consent will have to be secured prior to employment by any public service body.

Declaration

Applicants will be required to a Pre-Employment Declaration to confirm whether they have previously availed of a public service scheme of incentivised early retirement and/or the collective agreement outlined above. The above represents the main schemes and agreements restricting a candidate's right to be re-employed in the public service. However it is not intended to be an exhaustive list and candidates should declare details of any other exit mechanism they have availed of which restricts their right to be re-employed in the public service. Applicants will also be required to declare any entitlements to a Public Service pension benefit (in payment or preserved) from any other Public Service employment and/or where they have received a payment-in-lieu in respect of service in any Public Service employment.

Superannuation and Retirement

The successful candidate will be offered the appropriate superannuation terms and conditions as prevailing in the University, at the time of being offered an appointment. In general, and except for candidates who have worked in a pensionable (non-single scheme terms) public service job in the 26 weeks prior to appointment (see paragraph d below), this means being offered appointment based on membership of the Single Public Service Pension Scheme ("Single Scheme"). Key provisions attaching to membership of the Single Scheme are as follows:

a. Pensionable Age

The minimum age at which pension is payable is 66 (rising to 67 and 68) in line with State Pension age changes.

b. Retirement Age:

Scheme members must retire at the age of 70.

c. Pension Abatement

If the appointee was previously employed in the Civil Service or in the Public Service please note that the Public Service Pensions (Single Scheme and Other Provisions) Act 2012 includes a provision which extends abatement of pension for all Civil and Public Servants who are re-employed where a Public Service pension is in payment. This provision to apply abatement across the wider public service came into effect on 1 November 2012. This may have pension implications for any person appointed to this position who is currently in receipt of a Civil or Public Service pension or has a preserved Civil or Public Service pension which will come into payment during his/her employment in this position.

Department of Education and Skills Early Retirement Scheme for Teachers Circular 102/2007

The Department of Education and Skills introduced an Early Retirement Scheme for Teachers. It is a condition of the Early Retirement Scheme that with the exception of the situations set out in paragraphs 10.2 and 10.3 of the relevant circular documentation, and with those exceptions only, if a teacher accepts early retirement under Strands 1, 2 or 3 of this scheme and is subsequently employed in any capacity in any area of the public sector, payment of pension to that person under the scheme will immediately cease. Pension payments will, however, be resumed on the ceasing of such employment or on the person's 60th birthday, whichever is the later, but on resumption, the pension will be based on the person's actual reckonable service as a teacher (i.e. the added years previously granted will not be taken into account in the calculation of the pension payment).

Ill-Health-Retirement

Please note that where an individual has retired from a Civil/Public Service body on the grounds of ill-health his/her pension from that employment may be subject to review in accordance with the rules of ill-health retirement within the pension scheme of that employment.

d. Prior Public Servants

While the default pension terms, as set out in the preceding paragraphs, consist of Single Scheme membership, this may not apply to certain appointees. Full details of the conditions governing whether or not a public servant is a Single Scheme member are given in the Public Service Pensions (Single Scheme and other Provisions) Act 2012. However the key exception case (in the context of this competition and generally) is that a successful candidate who has worked in a pensionable (non-single scheme terms) capacity in the public service within 26 weeks of taking up appointment, would in general not become a member of the Single Scheme. In this case such a candidate would instead be offered membership of the UCD Pension Scheme. This would mean that the abatement provisions at (c) above would apply, and in addition there are implications in respect of pension accrual as outlined below:

e. Pension Accrual

A 40-year limit on total service that can be counted towards pension where a person has been a member of more than one existing public service pension scheme would apply. This 40-year limit, which is provided for in the Public Service Pensions (Single Scheme and other Provisions) Act 2012 came into effect on 28 July 2012. This may have implications for any appointee who has acquired pension rights in a previous public service employment.

f. Pension-Related Deduction

This appointment is subject to the pension-related deduction in accordance with the Financial Emergency Measure in the Public Interest Act 2009.

For further information in relation to the Single Public Service Pension Scheme for Public Servants please see the following website: <http://www.per.gov.ie/pensions>.