



**Alzheimer's Disease  
International**

*The global voice on dementia*

## Job information

**Post title:** Research Partnerships Lead

**Responsible to:** Director of Research and Publications

This is a full-time, permanent position. Some international travel for several days at a time may be required. Remote or international applicants may be considered for this role depending on circumstances.

Salary £37,000-£41,500 p.a. (if based in London)

ADI offers flexible working, an 8% employer contribution to a contributory pension scheme, employer-sponsored pension guidance, and a cycle to work scheme.

### About ADI

Alzheimer's Disease International (ADI) is the worldwide federation of Alzheimer associations that support people living with dementia and their families. ADI was founded in 1984 and registered as a non-profit organisation in the USA. Based in London, ADI has been in official relations with the World Health Organization since 1996.

ADI's vision is risk reduction, timely diagnosis, care and inclusion today, and cure tomorrow. ADI works by empowering Alzheimer associations to promote and offer care and support for people with dementia and their family carers, while working globally to focus attention on dementia and campaign for policy change from governments. ADI produces global socioeconomic information on dementia and publishes the World Alzheimer Report as well as a host of other publications. ADI's current strategic plan can be found at [www.alzint.org/about-us/vision-strategy](http://www.alzint.org/about-us/vision-strategy)

Each of our members is a non-profit Alzheimer association supporting people with dementia and their care partners. We can only achieve our aims if we work closely together with our members and other non-governmental organisations. More information can be found at [www.alzint.org/what-we-do](http://www.alzint.org/what-we-do)

### Our values

- **Respect:** treating all people affected by dementia with respect and ensuring their rights are protected.
- **Integrity:** transparency in our relationships with each other and our external stakeholders.
- **Inclusiveness:** reaching out and enabling all stakeholders to be represented and heard equally without prejudice or discrimination while celebrating and leveraging our diversity.
- **Accountability:** being transparent and accountable, as well as fiscally responsible and effectively governed, with a commitment to excellence in all our work.
- **Cooperation:** developing mutually beneficial working relationships and partnerships.

## **Job description**

### **Main purpose of the job:**

- Actively seek out new project and funding opportunities and submit grant applications
- Support the development and growth of ADI's research programme, including coordinating ADI research partnerships with academic institutions and project partners
- Help build research capacity of ADI members
- Coordinate ADI's Global Dementia Expert Panel and Medical and Scientific Advisory Panel

### **Key tasks**

1. Support the development and growth of ADI's research programme, including liaising, coordinating current research partnerships, and developing new collaborations.
2. Actively explore new project prospects and research funding opportunities, working with Director of Research and Publications to build strong teams and grant applications focussed on translational research with policy impact, particularly in lower- and middle-income countries.
3. Help build capacity of ADI member organisations in the use of research evidence in their service delivery and advocacy activities.
4. Support ADI contributions to research papers across a wide spectrum of dementia and brain health issues as well as other research outputs with the support of ADI's staff and in collaboration with partners.
5. Translate key research findings for ADI audiences.
6. Contribute to broader publication and dissemination processes through which research findings can be converted into a variety of communication outputs, including peer-reviewed journals, articles, reports, newsletters and social media.
7. Present research, posters, and other project findings at relevant international conferences and workshops.
8. Represent ADI at relevant research and publication events, conferences, workshops, launches, panels and presentations
9. Keep abreast of the field of dementia research and seek opportunities for cooperation and collaboration with the wider research community.
10. Liaise with and coordinate ADI's Medical and Scientific Advisory Panel (MSAP), setting meeting dates, supporting logistics and notetaking.
11. Liaise with and coordinate ADI's Global Dementia Expert Panel (GDEP), setting meeting dates, supporting logistics and notetaking.
12. Work with the development team on valuing and articulating sponsorship and partnership opportunities in research and assist in preparing and presenting fundraising proposals.

13. With publications colleagues, identify gaps and sector demand for additional papers and research, forward scanning for topics and subject matter where ADI should be leading the way.
14. Actively promote the core values of ADI whilst working towards achieving the strategic objectives of the organisation.
15. Have a strong working knowledge of ADI's vision, mission and impact.
16. To undertake all duties in line with ADI's policies, procedures and regulations ensuring that the work undertaken actively promotes equality, diversity and non-discrimination.
17. Perform any other reasonable task commensurate with this post.

## **Person specification**

The successful candidate will need to demonstrate they meet the following criteria:

### **Essential**

- PhD qualification in a relevant discipline.
- Relevant dementia/brain health research experiences demonstrated by a publication record.
- Demonstrable understanding of the importance of translating dementia research to the wider public.
- Experience of contributing to the design of research projects including the development of research methodologies and project budgets.
- Grant writing experience with a proven track record.
- Experience of working in an international academic institution, NGO (Non-Governmental Organization) or in a culturally diverse and complex organisation.
- Awareness of international policy frameworks and of the sustainable development framework.
- Relevant work experience in Africa, Latin America, Middle East, or Asia.
- Excellent interpersonal skills developed through interacting with people of diverse backgrounds and cultures.
- Ability to work independently and collaboratively as part of different teams both internally and in an international multi-disciplinary, multi-partner setting.
- Ability to be adaptable and flexible, to prioritise work effectively, to multi-task and to balance conflicting demands without close supervision.
- Good working knowledge of Microsoft Windows, Excel, Word, PowerPoint, Outlook, and social media.
- Willingness and ability to travel.
- Excellent written and oral communication skills in English.
- Fluent English and at least one other major world language.

**Desirable**

- Experience of working with multilateral and bilateral bodies and a track record of project delivery and of fundraising from those.
- Experience of formulating complex policy positions in a sensitive environment.
- Experience in presenting and public speaking.
- Someone who is highly motivated and self-driven.
- Understanding of data sharing and clinical trials.