

Research and Impact Manager

Job Summary

Job Title:	Research and Impact Manager
Job Location:	Central Birmingham office with some flexibility and regular travel
Salary:	£?? per annum for full time (36 hours per week)
Reporting to:	Director of Education, Practice and Research (DEPR)

Job Purpose

The Research and Impact Manager is the point of expertise for research matters for the membership, EPP team and the BDA. The role holder will have a key role in ensuring appropriate input to national strategies across the four nations.

The role holder will work with the Board of Directors and four Country Boards to promote, advance and develop the BDA's research offering and integrate this with the research of the dietetic workforce.

The Research and Impact Manager is responsible for developing, leading and implementing the strategy for the research function in collaboration with the Practice, Workforce and Education functions of the BDA. This includes leading on the direction and development of dietetic research, evidence and impact work within and across teams. The role holder will be responsible for supporting colleagues in the engagement and delivery of research related projects.

The postholder will work in partnership with other teams, volunteers', senior leaders and the relevant BDA Executive Board of Directors to influence and respond to national research strategies which impact on the practice of the dietetic workforce across the UK.

To ensure cross organisational understanding of research priorities and practices, the post-holder will have a sound understanding and experience of the breadth of dietetic practice and research and the factors that influence it. Working innovatively the post holder will develop and progress research within dietetic practice, building confidence in the dietetic workforce to be research active.

The role requires the post holder to influence strategy at a national level, in order to create and take advantage of opportunities to develop the dietetic workforce and meet the needs of the people they serve. Collaboration with international colleagues provides the opportunity to learn from others and develop dietetics internationally.

Job Context

The British Dietetic Association, founded in 1936, is the professional Association for registered dietitians in Great Britain and Northern Ireland. It is the largest organisation of food and nutrition professionals, with more than 12,000 members.

The BDA is committed to promoting the science and practice of dietetics and raising awareness of the work that our members carry out.

The Education and Professional Practice Team leads on all aspects of professional practice, education, and workforce development, influencing UK wide policy and practice within research, clinical governance, professional development and pre and post registration education and training.

The BDA Classroom and Learning Zone provides continuing professional development opportunities and resources for the dietetic workforce and multi-professional training in nutrition and dietetics.

All staff uphold the values of the Association (Professional, Dynamic, Innovative) and represent the profession and the Association to stakeholders.



Key areas of responsibility

The postholder will be responsible for: -

- Develop and implement a research strategy aimed at encouraging more BDA members to carry out research in their practice and further engage in research activities within their roles.
- Develop and maintain an extensive network of internal and external stakeholder contacts, identify opportunities for collaboration, and represent the profession at strategic level to influence decision making and ensure the views of the profession can be effectively represented on issues of research training and funding.
- Contribute to and collate responses to national consultations on research matters of strategic importance to the dietetic workforce.
- Support BDA Directors and members to identify, develop, implement and evaluate strategies to support dietetic research development across the UK, undertaking scoping reviews and producing briefing papers and data analysis.
- Maintain an overview of national research environment in the four countries, identifying key issues for workforce development, and providing input as necessary.
- Proactively seek opportunities for research by Dietitians, for example by lobbying for inclusion of AHP research and researchers in regional and national research and development opportunities
- Identify opportunities to promote BDA research activity.
- Actively develop opportunities within the Association and profession for the presentation and dissemination of dietetic led research. Support members to share research and good practice at these and other events, locally and nationally
- Lead on projects to support member engagement with research, providing signposting guidance on engaging with the NIHR, CAHPR and research agendas, including engagement with JHND and GET
- Attend national and international conferences to share best practice from the UK and learn more about future developments in nutrition and dietetics research
- To support learners to understand and engage with research activities from the outset of their careers.
- Support the running of the BDA Quality Standards Committee and HEI sub-group.
- Ensure compliance with all BDA policies and procedures.
- Carry out any other duties as may reasonably be requested in pursuance of the post.

Role Dimensions

Leadership

- Provide line management responsibilities e.g. undertaking objective setting, one-ones, appraisals, personal development, and wellbeing reviews.
- Actively engage with internal relevant Boards Committees and working groups, acting as an authoritative voice on research and evidence.
- Provide expert professional advice and guidance on research, for the membership and BDA colleagues across the office, including support and direction to collaboratively achieve the agreed strategy.
- Produce guidance papers and supportive materials on research, evidence-based practice and impact related matters.



- Build the influence and profile of the profession through representation at national strategic meetings/conferences
- Secure BDA representation on key professional research and evidence-based practice related work groups.
- Disseminate matters of interest to members via BDA communication platforms.
- Provide advice on the development of evidence-based BDA policies and position statements
- Evaluate the impact of EPP work and projects.

Project Management

- Secure and lead projects with both internal and external stakeholders using project management methodologies to deliver against the aims of the BDA strategic plan around dietetic research, evidence and impact.
- Implement robust processes for monitoring, reporting and budget management.

Staff Development

- Identify appropriate training and development needs and attend relevant internal and external training that enable the effective fulfilment of this role.
- Comply with the annual appraisal programme,
- take responsibility for own continual professional development and lifelong learning.

Knowledge

- Provides advice and guidance to internal and external stakeholders on new and emerging issues.
- Understand the interdependencies between research, education, training and professional practice.

Impact on Reputational Risk

- The role will contribute to the management of reputational risk with internal and external stakeholders in relation to research.
- It will promote high standards of ethical and professional practice, ensuring the profession is not brought into disrepute, and its members are seen as the leaders in nutrition and dietetic research on a national and international platform.

Money and Resources

- Set, manage, monitor and report on research related spending.

Data, Systems and EDI

- Use data to help inform and support research developments
- Contribute to the development of internal systems platforms and innovative approaches e.g. AI – which support effective delivery of research projects
- Support and promote equality, diversity and inclusion in the implementation of all research evidence and impact activities.



Person Specification

Category	Essential	Desirable
Knowledge	<ul style="list-style-type: none"> Registered Dietitian. PhD qualification (or working towards final stage of completion) Strategic knowledge of current developments in research Understanding of research ethics, research governance and the procedures governing research Evidence of continuing professional development in dietetics 	<ul style="list-style-type: none"> Familiarity with current BDA guidance documents Wide knowledge of research environment in NHS, higher education and third sector Familiarity with current government health strategies and reports Knowledge of BDA organisation, activities and procedures Member of the BDA
Skills	<ul style="list-style-type: none"> Ability to critically review research applications, research papers Ability to communicate complex research in an informed manner. Ability to articulately present information to different audiences. Ability to understand and translate complex information. Write reports, professional or technical documents for a professional audience. Strong analytical skills. Excellent presentation skills. Ability to organise and prioritise workload and meet deadlines. Network and ability to seek out and share good practice. Flexibility and adaptability. Ability to be innovative and creative. A commitment to personal and professional development (CPD). High standard of written English grammar. Excellent listening and influencing skills. 	<ul style="list-style-type: none"> Project management skills and the ability to deliver a project from concept to completion. Strong IT skills Teaching skills
Experience	<ul style="list-style-type: none"> Record of publication in academic Journals Record of successful grant application Committee membership or secretariat. Evidence of having applied for and gained ethical approval for a research project A research portfolio, including authorship and experience as a reviewer for a peer reviewed journal Demonstrate commitment to Equality, Diversity and Inclusion in the workplace. 	<ul style="list-style-type: none"> Practice or clinical guidance development. Experience of at least one specialist area of dietetics. Volunteer role within BDA or other voluntary organisation Project management Membership of an NHS ethics committee PhD supervision experience Principal investigator experience



Changes:

This is a description of the job as it is presently constituted. It is the practice of the British Dietetic Association to examine job descriptions from time to time and to update them to ensure they relate to the job as then being performed, or to incorporate whatever changes are being proposed. This will be conducted in consultation with you.

This job description is supported by annual objectives and performance standards to provide an indication of the level of performance expected from the role.

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Post Holder

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Liz Stockley
CEO of BDA

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Date

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Date

