

# Clinical Research Manager

**Line manager:** Director of Research  
**Location:** London, 120 New Cavendish Street, W1W 6XX  
**Time:** Full time (35 hours/week): minimum of 3 days/week in the office  
**Salary:** £40-45K depending on experience

## The Cure Parkinson's Research Team:

Cure Parkinson's (CP) is a medical research charity that internationally funds preclinical and clinical research focused on disease modification for Parkinson's disease (PD). The Research Team at CP is a group of 10 individuals who are responsible for delivering the research-related activities of the charity, seeking to achieve the objectives of our Research Strategy. The Research Team has an array of roles in this effort, ranging from:

- Administering the funding of research grants
- Communicating research with the patient community
- Scoping the PD research field to continually inform CP's research funding activities
- Generating research-related material for presentation on our website or publication in scientific journals
- Holding public events, as well as convening scientific workshops and meetings
- Engaging with industry, other charities, academic researchers, and the broader PD community to advance the search for curative therapies for PD

In addition to funding a large portfolio of preclinical studies, CP is a major funder of clinical studies focused on slowing, stopping or reversing PD. For the last 13 years, CP has been coordinating a treatment selection programme called *the international Linked Clinical Trials* (iLCT) initiative. We have managed this endeavour with our strategic partners the Van Andel Institute. The programme involves a group of 25 PD experts gathering every year for a two-day meeting to evaluate drug dossiers that have been prepared by the CP Research Team. The agents are scored, ranked and prioritised for clinical testing. This process has led to a large number of clinical trials, many of which are directly funded by CP.

## Main Purpose of the Role

We are looking for a highly motivated Clinical Research Manager to coordinate and drive the clinical research activities of CP. The Clinical Research Manager will work closely with the Director of Research, with the main responsibility of delivering on advancing our clinical efforts. They will also work with other members of the CP Research Team to help organise and evolve the iLCT programme.

**Key Responsibilities of this role:**

The Clinical Research Manager will be responsible for:

- Strategic leadership and oversight of the clinical development process, working with the Director of Research.
- Building and maintaining relationships with stakeholders (academic or biotech researchers) that enhance the clinical aims of the CP Research Team (and CP more broadly).
- Leading on the development and delivery of the Patient Stratification component of the CP Research Strategy, focused on targeting the right agents to the right individuals.
- Supporting the Preclinical Research Manager with the identification of potential iLCT candidate drugs and the drafting of dossiers for these agents.
- Facilitating new clinical research-related activities that are relevant to CP's core mission.

**Additional responsibilities**

- Work with the Head of Research Operations to ensure that all new activity is planned, resourced and operated in accordance with CP's principles.
- Support the Research Grants Manager with the clinical applications submitted to our grant funding programme. This will include providing feedback on clinical grant application inquiries, nominating potential peer reviewers of grant applications, and drafting Research Committee feedback to applicants.
- Aid in the production, sign-off and communication of clinical research-related content with the Junior Research Communications Manager and the CP Comms Team.
- Contribute to CP Research Team evaluation and reporting of research impact, specifically for the clinical portfolio.
- Be available as a media spokesperson on research matters, if required, in place of the Director of Research.
- Carry out line management duties as appropriate.
- Champion principles of equity, diversity, and inclusion in all aspects of the role.
- Ensure the voice of people living with Parkinson's is included wherever possible in our research work.
- Continue to develop professional knowledge and skills by attending relevant network groups, meetings, and conferences.
- Undertake any other duties, initiatives, and projects in line with the responsibilities of the role.

**The Clinical Research Manager must have:**

- A PhD in life sciences. An MD or MBSS would advantageous.
- Significant experience in clinical trial development.
- Strong understanding of Parkinson's and knowledge of the Parkinson's research field, such as genetics, potential therapeutic targets and drugs currently in development
- Proven ability to develop and operationalise ideas from concept to final output.
- Experience of line management.

- Ability to build strong working relationships internally and externally.
- Experience of presenting and reporting to varied audiences.
- Excellent communication skills (written and verbal).
- High motivation and willingness to embrace change.
- Willingness to travel overnight for some external meetings, occasionally internationally.

### **Things we all do**

- Support Cure Parkinson's events and activities as required, which will include occasional evening and weekend work.
- Ensure the identification of risk, both physical and financial, relating to fundraising activities and to ensure that they follow COVID-19 guidelines and GDPR and Data Protection regulations.
- Work with fundraising colleagues to ensure the team is up to date on administrative and financial processes, including updating Donorfy.
- Work collaboratively across the organisation, providing support, advice and guidance where necessary.
- Be an effective ambassador for the charity.
- Develop an in-depth understanding of our work.
- Take on other reasonable tasks, as required.

**This job description is not exhaustive. It merely acts as a guide and may be amended to meet the changing requirements of the charity at any time after discussion with the post holder**

### **Hours of work and holidays:**

This is a full-time role. However, it should be noted that some events will take place over weekends and Bank Holidays and should your presence be required, you will be compensated with time in lieu (agreed in advance). We give 28 days holiday three of which must be taken over Christmas, plus bank holidays.

### **Pension scheme:**

After three months you will be entitled to join Cure Parkinson's auto-enrolment pension scheme to which the charity contributes 3% to 8% based on length of service.

### **Location:**

Cure Parkinson's, 120 New Cavendish St, London, W1W 6XX

### **Diversity:**

Cure Parkinson's recognises the importance of diversity and encourages people from any background to apply for this role, provided they have suitable experience and ability as indicated in this specification.