JOB DESCRIPTION

Post Title:	**Clinical Industry Liaison Officer, CILO, Health Research Board Clinical Research Coordination Ireland**
Post Status:	**3 year contract**
Organisation:	**MMI Clinical Research Development Ireland CLG (CRDI)**
Location:	**Clinical Research Development Ireland, 28 Mount Street Upper, Dublin 2, Ireland**
Reports to:	**Chief Operations Officer HRB CRCI and HRB CRCI Chair**
Salary:	**On request**
Closing Date:	**5:00 pm, Friday 21 September 2018**
Application Process	**Curriculum Vitae and covering letter containing names of 3 referees to be sent for the attention of Dr Fionnuala Keane to info@crdi.ie**

Clinical Industry Liaison Officer, CILO, HRB CRCI,

Job Description

HRB CRCI Background:

With the support of Health Research Board, Enterprise Ireland and Clinical Research Development Ireland the five University-based Clinical Research Facilities/Centres (CRFs/Cs) in the Republic of Ireland have developed an integrated clinical trials network, the Health Research Board Clinical Research Co-ordination Ireland (HRB CRCI).

The aim of the HRB CRCI is to enhance Ireland's capacity for conducting innovative high-quality clinical research for the benefit of people's health and the economy. It advances the care of patients by enabling a connected and coordinated Clinical Trial Network. This network provides the skills, expertise and infrastructure to design, conduct and analyse multi-centre clinical trials involving human participants in Ireland. It supports both academic or industry initiated clinical trials involving pharmaceuticals, nutraceuticals or clinical care pathways as well as clinical investigation of medical devices.

The HRB CRCI wishes to appoint a Clinical Industry Liaison Officer on a 3 year contract. The successful candidate will be responsible for the development of clinical research process knowledge and

awareness among researchers, high potential start-up (HPSU), pre- start-up, bio-pharmaceuticals, nutraceuticals, diagnostic and multinational life-science companies.

The Clinical Industry Liaison Officer position will be funded by Enterprise Ireland and will be based within the central office of the HRB CRCI at Clinical Research Development Ireland with the expectation of national travel. The Clinical Industry Liaison Officer will report to the HRB CRCI Chief Operating Officer and the employment and HR policies of Clinical Research Development Ireland will apply.

RESPONSIBILITIES

1. To engage with EI clients and other Companies

- Build relationships between companies (established, HPSU, Pre-HPSU and multinational), the CRCI, CRF/Cs and the clinical community to help address companies' clinical research needs with a primary focus on the Medical Device Industry with potential to also work with the CRDI/CURAM partnership within CRDI.
- Establish relationships with key EI clients (academic HPSUs and established companies (as agreed with EI) to help them identify their clinical research needs, e.g. pre-clinical research requirements, clinical investigation documentation, and identification of relevant clinical and relevant support services required for the Med-Tech.
- Work closely with EI Development Advisors/Commercialist Specialists to identify the supports required by EI client companies during their development process for clinical research/investigations.
- Target of 70 company engagements (per annum), with 20-30 engagements classed as significant. Priorities ad target companies to be agreed/reviewed at start of new contract and at regular meetings thereafter between EI and HRB CRCI.
- Work in depth with 12 key EI client companies (per annum) (pre-HPSU, HPSU and established) to help identify their clinical research needs so that they can engage in clinical trials, tracking number of trials in which the CILO is providing advice annually. Priority companies to be agreed with EI at regular meetings.

2: To engage strategically with all stakeholders to promote and develop the clinical trials infrastructure for the benefit of companies

- Engage strategically with other stakeholders and infrastructure such as HIHI, Bioinnovate, CURAM/CRDI, CRF/Cs and other members of the HRB CRCI team.
- Working with other stakeholders and current available infrastructure to support and develop clinical trial activity. Target of 10 company-related engagements/interactions with HIHI annually.

- Working with the CRF/Cs and clinical sites for the delivery of clinical trials as necessary. The number of CRF/Cs, clinicians and clinical sites engaging with CILO will be tracked annually.

3. To provide training and outreach services

- Develop resources on the HRB CRCI web portal to assist EI client companies and late-stage clinical researchers on clinical trial processes, clinical research legislation, regulatory and ethical requirements for medical devices, and diagnostics in collaboration with the HRB CRCI QRAM.
- Provide training & workshops to EI clients/academics and companies as required. Work in collaboration with CRDI/CÚRAM colleagues, the HRB CRCI QRAM and the CRF/Cs on course content where necessary including courses such as basic and advanced workshops in regulated clinical trials.
- Contribute to HRB CRCI training activities nationally e.g. Medical Devices GCP, Clinical Development, Monitoring, Risk Management, Quality Systems Management and Health Technology Assessment in collaboration with CRDI/CÚRAM colleagues, the HRB CRCI QRAM and the CRF/Cs.
- Work with the online resources developed by the CRDI/CÚRAM Partnership with knowledge of services available at each of the Clinical Research Facilities.
- Training and workshop activities delivered. Target of 4 to be delivered annually.
- Resources developed for website in collaboration with CRDI/CÚRAM colleagues, the HRB CRCI QRAM and the CRF/Cs.

4: To Provide policy and benchmarking advice

- Provide strategic information to EI and help input into policy initiatives – as determined by EI.
- Benchmark Ireland's clinical research infrastructure with other countries through market research & site visits for the Med-Tech Industry.
- Strategic information delivered to EI and input into policy initiatives given.

5: Other activities

- Work with the HRB CRCI feasibility team and the CRDI/CÚRAM Partnership to identify investigators to participate in Medical Device/diagnostics clinical investigations studies.
- Assist and input in to the development of progress and grant reports for HRB CRCI.

Requirements

- Degree level qualification in a clinical or life sciences related subject
- Extensive experience within a commercial/academic clinical research environment

- A high level of understanding of the current Irish medical, academic and health services research environment
- Thorough knowledge of the regulatory approval processes for pharmaceutical, diagnostic and medical device companies in Europe and the USA
- Extensive project management with excellent organisational and IT skills
- Strong leadership and communication skills (oral, written & presentation)
- Self-motivated and able to work independently, showing initiative and good judgment.

CRDI will put in place an appropriate training plan to support the **Clinical Industry Liaison Officer** in the delivery of grant objectives over the term, enabling the **Clinical Industry Liaison Officer** role to carry out its primary duties.

Clinical Research Development Ireland is an equal opportunities employer.