Job Description	
Title:	**Research Nurse Dublin – Full time / Part-time Contract**
Reporting to:	Executive Team encompassing General Manager, Medical Director and Research and Development Director
Reporting Responsibilities:	None
Location:	St. Michael's Hospital Dun Laoghaire, and on occasion (project determined) St. Vincent's Hospital and University College Dublin.
Purpose:	The Research Nurse will support innovative research work based in St. Michael's Hospital, and on occasion in St. Vincent's University Hospital and, or, UCD.
Key Tasks:	• To work to HBT standard operating procedures for clinical trials and academic research. • To play an active role in driving ongoing clinical research projects. • To actively participate in the implementation of clinical investigations and trials. • To assist in ensuring the overall smooth running of the HBT as per best practice. • To arrange study specific research meetings if necessary, including staff notification, completion and writing of minutes where applicable. • To ensure patient confidentiality and dignity is assured and maintained at all times during a clinical trial/research project in line with GDPR guidelines. • To take responsibility for maintenance and upkeep of all HBT clinical research documentation, including: site files, case record forms, monitoring arrangements, data correction and data collection. • To complete (with the help of the sponsor company if necessary) all ethical and regulatory procedures (submissions, query resolution etc.) for the clinical trial studies you are assigned.

	• To review proposed research protocols and provide input to site study feasibility reports (e.g. annual site patient numbers, equipment / test availability etc.) • To attend investigator meetings as appropriate relative to studies assigned to you. • To ensure prompt management of all study related correspondence. • To prepare your studies for Internal / Sponsor / Health Products Regulatory Authority audits as required. • To ensure that patients are fully informed of all details pertaining to the clinical trial/research project prior to their recruitment. • To screen, recruit and consent suitable study candidates. • To ensure that all studies undertaken by the HBT or heart failure unit from the time of appointment are completed to the highest standards in accordance with ICH-GCP, HPRA/EU Directive requirements. • To carry out other duties as appropriate to the post as may be assigned from time to time by the Management of the HBT. • To maintain the upkeep of the clinic and procedure rooms along with stocktaking and ordering of required materials. **Clinical Practice** • Provide specialist knowledge, expertise and care to patients participating in a clinical trial. • Ensure patients have an understanding of their disease and the proposed research and standard treatment options. • Work with a Multidisciplinary Team in evaluating and treating clinical problems, as they arise in the research settings. • Co-ordinate patient investigatious therapy and follow up, as appropriate to specific clinical research programmes.

	• To be competent and actively participate in phlebotomy / laboratory procedures for clinical investigations and trials. • Adhere to nursing policies and procedures within the HBT and St Vincent's University Hospital Group. • Ensure continuity of patient care by liaising with outside health care professionals, and those who are involved in clinical work. • Use agreed protocols to deal with referrals and enquiries from other hospitals and within St Vincent's University Hospital and St Michael's Hospital. • Promote a safe clinical environment for patients, visitors and staff to the HBT / SMH with due regard to Health and Safety and Risk Management issues. • When needed, to assist in the STOP HF screening service. **Education** • Use relevant educational opportunities to maintain the highest standards of care to patients involved in clinical trials and academic research projects. • Develop and facilitate educational and support programmes for members of the Multidisciplinary Team. • Assist in training members of the Multidisciplinary Team in changes of practice in the delivery care. **Personnel development** • Maintain Professional Registration • Undertake further education as appropriate to keep updated with changes within the field of Clinical Research. • Take responsibility for own professional development and updating • Attend and participate in: - In service and staff education - Staff Conferences - Appropriate outside conferences

	Quality Assurance ● Help maintain the system for recording clinical activity. ● Demonstrate commitment to evidence based practice. ● Maintain clinical and administrative records and reporting arrangements.
Qualifications / Experience:	**<u>Essential:</u>** ● RGN with a minimum of 2 years post registration experience. ● Must be registered with An Bord Altranais. ● Have a minimum of 2 years post registration experience. ● Experience working as part of multi-disciplinary team in a clinical environment. ● Have excellent interpersonal and organisational skills. ● Phlebotomy Certification. ● Evidence of ongoing professional development. ● Flexibility in working hours. ● ICT literate with database management skills. ● Ability to work independently or as part of a team. ● Excellent verbal and written communication skills. ● Able to use initiative. ● Must have the ability to work in a complementary role to medical colleagues & other members of the multidisciplinary team. ● Able to prioritise and deliver agreed objectives. *Please note that Garda vetting and international police clearance check will form part of the selection process. **Desirable:** ● Have a post graduate clinical research course or similar. ● Prior experience in clinical trials. ● Thorough knowledge of ICH GCP and relevant regulations for the conduct of clinical trials, preferably with a current GCP certificate. ● Experience in Cardiology therapeutic area.

	• Experience in audit & quality improvement projects. • Training in biological specimen handling and shipment.
Personal Requirements:	□ Excellent communication skills □ Proven administrative skills □ Detail oriented □ Ability to multi-task □ Self-motivated and driven □ Interested in learning □ Team player
Training:	□ Business overview as part of induction □ GCP Training □ Database Training. □ High level of technical training related to clinical trials. □ Other training where relevant
Why come work with The Heartbeat Trust?	• Role is Monday to Friday – office hours • No late nights • No weekends • Will offer Flexible hours / part-time • Opportunities for career progression • Educational Support Programme • Opportunities to partake in cutting-edge scientific HF research • Tax-saver commuter tickets • Cycle-to-work scheme • Opportunities to attend conferences and seminars
Salary Scale:	• Commensurate with experience