Faculty of Science & Health
School of Nursing and Human Sciences

Research/Administrative Assistant
(Temporary Fixed Term Contract until 31st January 2013) - RICHE Project

Role:

Assist and support with the management of the RICHE project, in particular with the preparation of substantive and administrative reports for the Commission and the partners.

Background:

The RICHE project (Research Inventory for Child Health in Europe) is an EU funded project looking to develop a roadmap for child health research across Europe for the next decade. It is coordinated by Dublin City University. For more information: http://childhealthresearch.eu/

What is RICHE?

The European commission and other funding agencies make a large investment in child health research. The health of our children is generally satisfactory. But there are serious concerns, for example, problems of obesity, poor mental health, alcohol and drug abuse, and difficulties with sexuality. Child health depends crucially on the quality of the interactions between, a nested series of contexts, starting in-utero, and extending into the family, the neighbourhood, the school, and the wider community, and ultimately the national and European communities.

The RICHE objective is to establish a sustainable network for researchers, funders, policy makers, advocates and young people in Europe, to support collaboration in developing the future of child health research. We will produce an inventory of research, and reports, on gaps in research, and on roadmaps for the future of research. Our co-ordination will establish a unique, open, multi-lingual platform for child health research. We will promote our work and our results in a series of meeting open to researchers and other stakeholders. Our consortium is a multi-disciplinary team with great experience in doing innovative child health research in Europe, in developing and in delivering, child health strategies at national and European level.

RICHE will support the development and implementation of child health research findings and the use of evidence for child health action. These in turn will support innovative research, improve social policy for children, and so improve the quality of life of European children.

Skills and requirements:

- High level of organisation
- Experience in large scale research projects
- Excellent verbal and written communication skills
- High level of familiarity with IT systems
- Experience of academic writing
- Willingness to Travel

Person:

The successful candidate will have at least a Master's degree. She/he will have worked as a research assistant or a research administrator on one or more research projects in a university setting. Experience with FP7 funded projects would be helpful, but is not required.

Post:

This post will be based in DCU. It is a full-time temporary post at a salary of €30,200, on the IUA Research Assistant scale, reflecting the need for significant prior experience.
Salary: €30,200

Closing date: 25th September 2012

Informal inquiries to: Ms Jean Kilroe  Email: Jean.Kilroe@dcu.ie

Application forms are available at:

http://www.dcu.ie/vacancies/APPLICATION FORM 8pg.doc and from the Human Resources Department, Dublin City University, Dublin 9. Tel: +353 (0)1 700 5149 Fax: +353 (0)1 700 5500 E-mail: hr.applications@dcu.ie

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