

RESEARCH ASSOCIATE – Co-Manage Project

Full-time (37 hrs per week); Fixed-term to 29 February 2028

Job Ref: REQ260074

The **School of Sport Exercise and Health Sciences (SSEHS)** is a multi-disciplinary school committed to fostering a diverse and inclusive academic community. It upholds the highest standards of excellence in research, innovation, and pedagogy across the full spectrum of disciplines within sport, exercise, health and wellbeing.

Internationally recognised for its contribution to the study of sport, exercise and health, the school has wide-ranging expertise, encompassing such diverse areas as biomechanics, medicine, molecular and cellular biology, nutrition, pedagogy, psychology, physiology, sociology, economics and sport management.

The School is extremely proud to hold an [Athena Swan Silver Award](#) since 2013, recognising the commitment and work of the School in addressing gender inequalities in Science and to improving career progress for female academics. The School is committed to ensuring that female students and staff are able to achieve their full potential; and provides a flexible and open working culture to enable staff to maintain a work-life balance.

Research and Innovation

Research and Innovation within the School is characterised by excellence and breadth, and its quality was recognised in the 2021 Research Excellence Framework where Loughborough University ranked top for research power (GPA x volume) in Sport and Exercise Sciences, Leisure and Tourism. Loughborough University has also placed Number 1 in the QS world ranking for sport-related subjects for nine consecutive years (2017-2025, every year since the category was introduced). A broad range of social and natural sciences contribute to the School's research and innovation activity which is organised within three overlapping themes:

- **Sport performance**, understanding and supporting the enhancement of athletes' performance in competitive sport;
- **Lifestyle for health and well-being**, encompassing research across several disciplines with the common goal of facilitating healthy living and ageing across the lifespan; and
- **Sport, Business and Society**, exploring how individuals, communities and organisations engage with and facilitate sport and exercise opportunities.

The school's research and Innovation (R&I) themes articulate with the Universities core strategic themes: Sport, Health and Wellbeing; Vibrant and Inclusive Communities; and Climate Change and Net Zero. [Strategic themes | Creating Better Futures. Together | Loughborough University](#)

Project Summary

The Co-Manage project is an NIHR-funded Public Health Research study evaluating a novel digital workplace intervention designed to support people living with long-term conditions and disabilities to remain in, and thrive at, work. The project responds to national priorities around work, health and inclusion, and aims to improve self-management, workplace support and work participation among individuals with any long-term health condition or disability.

Co-Manage is a multi-component, digitally delivered intervention developed in collaboration with workers, employers, and health and policy stakeholders. It provides tailored resources for workers, managers and employers to improve communication, support self-management, and reduce sickness- and disability-related absence. The intervention is being evaluated through a cluster randomised controlled feasibility trial across multiple UK organisations, with a strong emphasis on implementation, acceptability and real-world delivery.

The project involves collaboration with employers across a range of sectors, collection of quantitative and qualitative data, process evaluation, and preparation for a future definitive trial. The research is delivered by a multidisciplinary team with expertise in occupational health, public health, behavioural science and complex intervention evaluation.

Job Description

Job Family & Grade: Specialist and Supporting Academic (Research) Grade 6

Job Purpose: To support the delivery of an NIHR-funded feasibility trial evaluating a digital workplace intervention for people with long-term conditions and disabilities.

Job Duties:

- Support the day-to-day delivery of the Co-Manage research project in line with the study protocol and timelines.
- Assist with recruitment of organisations, managers and workers, and support engagement with external stakeholders.
- Coordinate and undertake quantitative and qualitative data collection, including online surveys and interviews.
- Support delivery and monitoring of the Co-Manage intervention, including participant engagement and fidelity monitoring.
- Assist with data management, analysis and preparation of reports for the research team and funder.
- Contribute to the process and feasibility evaluation, including documentation of implementation, acceptability and engagement.
- Support the preparation of study materials (participant information sheets, data collection tools, interview guides).
- Liaise with project partners, including employers, researchers and public contributors.
- Contribute to dissemination activities including reports, presentations and academic publications.
- Maintain high standards of research governance, ethics and data protection.
- Work collaboratively within a multidisciplinary research team and contribute to team meetings and project planning.
- Undertake any other duties appropriate to the grade and role.

Points to Note:

It is anticipated that the post-holder will work 'dynamically' between the Loughborough campus and home. Day-to-day interaction with the project team will be a mix of in-person and MS Teams video meetings, MS Teams chat and emails.

The purpose of this job description is to indicate the general level of duties and responsibility of the post. The detailed duties may vary from time to time without changing the general character or level of responsibility entailed.

Special Conditions:

All staff have a statutory responsibility to take reasonable care of themselves, others and the environment and to prevent harm by their acts or omissions. All staff are therefore required to adhere to the University's Health, Safety and Environmental Policy & Procedures.

All staff should hold a duty and commitment to observing the [University's Commitment to Equity, Diversity and Inclusion](#), ensuring that all duties are carried out in alignment with this

Successful completion of probation will be dependent on attendance at the University's mandatory courses which include Belonging and Inclusion and, where appropriate, Recruitment and Selection.

Organisational Responsibility:

Reports to Dr David Maidment (Chief-Investigator).

Person Specification

Your application will be reviewed with respect to meeting the essential and desirable criteria listed below. Your application will be reviewed against the essential and desirable criteria listed below. Applicants are strongly advised to explicitly state and evidence how they meet each of the essential (and desirable) criteria in their application. Stages of assessment are as follows:

- 1 – Application
- 2 – Test/Assessment Centre/Presentation
- 3 – Interview

ESSENTIAL

Area	Criteria	Stage
Experience	Experience of working on applied health or public health research projects	1,2,3
	Experience of recruiting participants and/or organisations to research studies	1,2,3
	Experience of collecting, analysing and interpreting quantitative and/or qualitative research data	1,2,3
	Experience of conducting focus groups and/or interviews	1,3
	Experience of managing or supporting research projects in line with protocols and timelines	1,3
	Experience of working as part of a multidisciplinary team	1,3
	Experience of preparing research for publication in scientific journals	1,3
Skills and abilities	Ability to effectively communicate with research participants, stakeholders and project partners	1,2,3
	Strong organisational skills and ability to manage competing priorities	1,2,3
	Good time management	1,2,3
	Ability to work independently and use initiative within a research setting	1,3
	Competence in IT skills including data input and data analysis packages	1,3
	Ability to work as part of a team and to collaborate with others	1,3
	Good track record in original research publications in the field of workplace health and/or health-related interventions	1,3
Training	Willingness to undertake appropriate further training and to adopt new procedures as and when required	1,3
Qualifications	PhD (or close to completion) in a relevant discipline (e.g. public health, psychology, health services research, social sciences or related field)	1
Other	Commitment to observing the University's Equal Opportunities policy at all times	3
	Willingness to travel to partner organisations as required	1,3
	Willingness to occasionally work flexibly to support data collection or project delivery	1,3

DESIRABLE

Area	Criteria	Stage
Experience	Experience of workplace, occupational health or public health research	1,2,3
	Experience of feasibility studies, process evaluation or complex interventions	1,3
	Experience of working with employers, practitioners or community partners	1,3
Knowledge	Understanding of workplace health, long-term conditions or disability	1,3
	Knowledge of mixed-methods research approaches	1,3

Skills and abilities	Experience analysing qualitative data using recognised approaches (e.g. thematic analysis)	1,3
	Experience using statistical or qualitative analysis software (e.g. SPSS, R, NVivo)	1,3

Conditions of Service

This full-time post is offered on a fixed-term contract to 29 February 2028 within the *Specialist & Supporting Academic (Research)* job family at Grade 6 (£35,608 to £37,694 per annum); starting salary to be confirmed on offer of appointment.

The appointment will be subject to the University's normal [Terms and Conditions of Employment](#) for staff on Grade 6 and above.

The University is committed to enabling staff to maintain a healthy work-home balance and has a number of [family-friendly policies](#).

We also offer an on-campus nursery with subsidised places, subsidised places at local holiday clubs and a childcare voucher scheme (further details are available at: [Childcare Support](#)).

In addition, the University is supportive, wherever possible, of flexible working arrangements. We strive to create a culture that supports equality and celebrates diversity throughout the campus. The University holds a Bronze [Athena SWAN](#) award which recognises the importance of support for women at all stages of their academic career.

Loughborough University is committed to allowing its employees to work [dynamically](#) with a combination of working on campus and remotely, where possible. This has been identified as a role that could work dynamically and, if successful, your line manager will discuss these informal arrangements with you. Please note that there is a general expectation that the successful candidate will spend the majority of time working on the Loughborough campus.

Our Purpose, Vision, and Values

Our purpose, Vision and Values underpin all that we do and shape how we work together at Loughborough.

We're proud to promote our values: **Adventurous, Collaborative, Creative, Authentic** and **Responsible**. Our people bring these values to life every day, and they are central to the positive and supportive culture that makes Loughborough unique.

If you join us, you'll be encouraged to bring these values to life in your own work and contribute to the positive, supportive culture that makes Loughborough unique.

Read more about our [vision and values](#).

Our Accreditations



We strive to create a culture that supports equity and celebrates diversity throughout the campus. The University holds a Bronze Athena SWAN award which recognises the importance of support for women at all stages of their career.



We are proud to be a Race Equality Charter Member. The Charter aims to improve the representation, progression and success of all minority ethnic staff and students within higher education and address issues of racism within higher education institutions (HEIs).



We are proud to be a Disability Confident Employer and have adopted a proactive approach to employing disabled people and to creating a more diverse workforce. We ensure that our recruitment processes are inclusive and accessible. We guarantee to offer an interview to all applicants who have declared a disability, provided that the essential criteria for the role are met. We proactively anticipate and provide reasonable adjustments and support existing employees who acquire a disability or long-term condition to thrive in the workplace.



We are a real living wage employer, and our Living Wage Employer Mark shows our commitment to paying our staff according to the cost of living.



We are proud supporters of the City of Sanctuary movement and delighted to be recognised as a University of Sanctuary. This national network brings together, university staff, lecturers, academics, and students, who together work to make Higher Education institutions places of safety, solidarity and empowerment for people seeking sanctuary.

As part of the University's ongoing commitment to redeployment, please note that this vacancy may be withdrawn at any stage of the recruitment process if a suitable redeployee is identified.