

POSITION DESCRIPTION

POSITION	Clinical Research Fellow in Ophthalmology		
LOCATION	Vision Research Foundation (VRF) and Greenlane Clinical Centre (ADHB)		
RESPONSIBLE TO	Chair, Vision Research Foundation (VRF)/Chair GNZ: Professor Dame Helen Danesh-Meyer	SALARY LEVEL	Research Fellow Level 1
POSITION STATUS	Fixed term (12 months)	FULL/PART-TIME	Full Time (1.0 FTE)
STAFF REPORTS	Nil		
FUNDING	This is a joint appointment funded as follows: - Glaucoma New Zealand: 0.8 FTE (80%) - Auckland District Health Board (ADHB): 0.2 FTE (20%) <i>The employing/contracting organisation is the Vision Research Foundation (VRF), which holds the contract with the Research Fellow.</i>		
FUNCTIONAL RELATIONSHIPS	Vision Research Foundation (VRF) VRF is the employing organisation and Research Institute for this fellowship. The Chair of VRF provides overarching governance and administrative oversight of the appointment. The Fellow reports to the Chair of VRF and operates within VRF's policies and research governance framework. VRF manages the fellowship contract, remuneration and research infrastructure, and facilitates access to the research networks, resources and facilities necessary to conduct the clinical trial. The Fellow is expected to represent VRF's commitment to high-quality, independent vision research and to contribute to the Foundation's broader research programme as appropriate. Glaucoma New Zealand (GNZ) Glaucoma New Zealand is the primary funder of this fellowship (0.8 FTE) and the sponsoring organisation for the clinical trial. The Fellow will work closely with GNZ to ensure the trial is conducted in accordance with the approved protocol and funder expectations. This relationship encompasses regular progress reporting to GNZ, adherence to GNZ governance requirements, and participation in GNZ-related activities such as awareness events, stakeholder presentations and patient engagement initiatives where appropriate. The Fellow will acknowledge GNZ funding in all publications, presentations and communications arising from the trial. Eye Institute The Eye Institute is a collaborating clinical site for this fellowship and provides access to specialist ophthalmology services, clinical expertise and patient populations that complement the public hospital setting at Greenlane Clinical Centre. The Fellow may undertake clinical activities, trial-related assessments or research data collection at the Eye Institute under the supervision of relevant consultant ophthalmologists. This relationship supports participant recruitment and broadens the clinical reach of the trial. The Fellow will work collaboratively within the Eye Institute environment, observing its clinical protocols and administrative requirements. University of Auckland — Head of Department, Director of relevant Research Network, Director Undergraduate Teaching, Undergraduate Teaching Coordinators, Academic Staff, Research Fellows, Undergraduate Students, School of Medicine and University personnel Auckland District Health Board (ADHB) — Clinical Director, Ophthalmologists, Registrars, Nurse Specialists, Charge Nurses, Nurses, Technical and Clerical Staff		

KEY COMPETENCY AREAS	• Competent critical thinker • Quality communicator and excellent writer • Relationship building • Results focused • Team builder • Innovation • University awareness
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Purpose of Position
This is a joint appointment between the Vision Research Foundation (VRF) and Auckland District Health Board (ADHB). VRF is the contracting Research Institute and holds the employment contract with the Research Fellow. The primary purpose of this fellowship is to serve as the key Research Coordinator for a funded randomised controlled clinical trial comparing the clinical outcomes of preservative-free glaucoma eye drops versus standard preserved eye drops in patients with glaucoma. The trial is funded by Glaucoma New Zealand (0.8 FTE) and Auckland District Health Board (0.2 FTE). The Research Fellow will be responsible for all aspects of trial coordination, including participant recruitment and consent, data collection and management, regulatory compliance, and preparation of results for publication and conference presentation, under the supervision of Professor Dame Helen Danesh-Meyer and Dr Sarah Welch, Clinical Director of Ophthalmology at ADHB. The Fellow will also contribute to clinical ophthalmology services at Greenlane Clinical Centre and to the supervision and teaching of undergraduate medical students, as directed.

Key Result Areas
Research — Clinical Trial Coordination (Primary Role) • Serve as the principal Research Coordinator for the Glaucoma New Zealand-funded randomised controlled trial comparing preservative-free glaucoma eye drops with standard preserved formulations in terms of ocular surface outcomes, tolerability, adherence and intraocular pressure control. • Lead participant recruitment, screening, informed consent procedures and enrolment in accordance with the approved study protocol. • Coordinate all study visits, clinical assessments, data entry and data quality assurance. • Maintain regulatory compliance including IRB/ethics approvals, trial master file documentation and adverse event reporting. • Liaise with Glaucoma New Zealand, ADHB clinical teams, pharmacy and laboratory services as required by the protocol. • Prepare and submit progress reports to Glaucoma New Zealand and ADHB in accordance with funding agreement requirements. • Aim to produce a minimum of one peer-reviewed publication and one conference presentation from the trial during the term of appointment. • Develop skills in clinical trial methodology, GCP (Good Clinical Practice), and research governance under supervision.
Clinical • Undertake clinical duties as assigned in the Ophthalmology Department, Greenlane Clinical Centre and with the Academic Team in the University Department (Grafton Campus) and at Eye Institute, Auckland, to the appropriate clinical standard under supervision. • Support delivery of clinical services in glaucoma and general ophthalmology as directed by the Clinical Director and supervising consultants.
Teaching

- Participate in the supervision and teaching of undergraduate medical and optometry students during their fifth-year clinical attachments and at other appropriate times (e.g. clinical electives, research elective, summer studentship, extracurricular research).
- Contribute to lectures, tutorials and clinical teaching sessions as required.

Other Expectations and Duties

- As this is a single-year contract in the first instance, the Fellow is not expected to actively apply for alternative sources of funding other than for travel to conferences.
- As a member of the VRF and the Department of Ophthalmology, support other team members and cover duties where appropriate in clinical and teaching responsibilities.
- Ensure observance of VRF and University policy and codes of practice in research, teaching and administrative practice.
- Other relevant duties as may be required by the Chair of VRF or Head of Department in support of the Department of Ophthalmology.

PERSON SPECIFICATION

Qualifications / Experience	• MBChB or equivalent medical degree • Medical registration in New Zealand • Completion of PGY1 and PGY2 postgraduate years • One year of clinical ophthalmology experience preferred • Prior research experience in ophthalmology an advantage • Good Clinical Practice (GCP) training (or willingness to complete prior to commencement)
Attributes and Skills	• Excellent written and oral communication skills • Self-motivated, industrious and shows initiative • Experience in teaching undergraduate medical and optometry students • Able to multi-task in a busy clinical, research and teaching environment • Strong organisational skills and attention to detail for clinical trial coordination • Demonstrated ability to work within a multidisciplinary team

APPENDIX A — HEALTH AND SAFETY

Personal commitment to safe work practices and beliefs.	• Shares responsibility to maintain a safe and healthy workplace; carries out work-related activities in accordance with safe procedures and guidelines. • Reports all hazards, accidents and incidents. • Follows emergency procedures and provides appropriate assistance to others. • Raises awareness of health and safety issues among staff members.
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