

# **Public Adviser to the Brighton and Sussex Health Research Partnership (HRP) Role Profile**

## **Background**

The Brighton and Sussex Health Research Partnership (HRP), established by Brighton and Sussex Medical School (BSMS), is an exciting initiative bringing together academic and National Health Service (NHS) partners across Sussex. Across the partnership we will develop opportunities for shared research infrastructure, capacity building and collaboration to ensure each partner organisation realises their research ambitions. The HRP will develop a shared, unique profile for health and care research, to deliver more, higher quality research with greater opportunities for our local population to participate in research which impacts directly on their care.

We believe that public, community, involvement and engagement (PCIE) is essential in health research as it can help us to ensure that research is relevant, helpful and informative, thus increasing the validity and the quality of the research. We consider it to be morally right that publicly funded research involves members of the public and allows the public to influence research that directly impacts their care, hence our wish to be accountable and transparent.

## **The role**

We are recruiting public advisers to become members of our Health Research Partnership public, community, involvement and engagement advisory group (HRP PCIE advisory group). The group is a new venture and is currently being established. The aspiration is to grow this group to reach 10 – 12 members. The group will initially be piloted for 3 years.

The role of public adviser to the HRP is key to the promotion of the interests of the public and local communities in all aspects of research by providing patient and public perspectives operationally and in strategic development.

## Key responsibilities

You will be required to:

- Provide independent advice and opinions from a patient/public perspective.
- To act as a critical friend and offer advice and support to the HRP.
- To work with the HRP to increase diverse representation on the HRP PCIE advisory group through community outreach and engagement.
- Engage positively and collaboratively in group discussions.
- Contribute to the ongoing evaluation of the effectiveness and impact of the role of public adviser.
- Maintain confidentiality of discussions and information relating to HRP business.
- To undertake activities between meetings as mutually agreed.
- Promote issues or questions that are considered to be important to patients and/or members of the public.
- Act as an ambassador for engagement with stakeholders including the local communities.
- Identify public adviser training needs and participate in appropriate training and support activities.
- To participate in the development of the HRP strategy.
- To monitor the implementation of the strategy to ensure objectives are met.
- You may be asked to undertake other duties not outlined above which arise as the role develops.

## The person

Any NHS service user, patient, carer, or member of the public who resides in Sussex and is age 18 or over who is able to carry out the key responsibilities listed above and meets the following criteria are invited to apply.

### Essential criteria

- A willingness to utilise personal networks and knowledge to provide a link between the HRP and the wider community.
- Ability to draw on personal experiences.
- A willingness to engage with a diverse range of patient and public perspectives and to use that to inform the work of the HRP.
- A strong commitment to equality, diversity and inclusion.
- A willingness and ability to read papers prepared for meetings.
- An ability and willingness to dedicate the necessary time required to the role.

## **Desirable criteria**

The following would be helpful but not essential as full training will be given where necessary:

- The capacity to understand the local and national patient and public involvement agenda.
- Experience of the research process, either as a participant in a trial or study, or some other means.
- An understanding of the importance and role of health and social care research.
- Experience of being a member of a committee or board.
- Commitment to ongoing personal development within the role as required.

## **Commitment**

The role will require attendance at quarterly meetings in person or online; in addition, some members will be asked to attend additional meetings. The role will require the person to have access to a computer and have an email address.

## **Duration of role**

The role is for a period of 2 or 3 years in the first instance (to be agreed individually).

## **Remuneration and support**

### **Payment and Expenses**

As long as your paid employment is not related to this role, and that the role is carried out outside of your work time during the period of their claim, the public adviser is entitled to a fee in line with current National Institute for Health and Care Research (NIHR) Centre for Engagement and Dissemination guidelines ([please review here](#)), but subject to review and change in accordance with national guidance. This fee includes all preparation work for the meeting.

Travel, carer and subsistence costs (where appropriate) will be reimbursed for attendance at meetings on production of receipts and/or completion of the necessary claim form(s).

### **Support and training**

Following appointment, members will be supported by HRP staff, other PCIE advisory group members and/or an appointed mentor. Any support and training needs will be evaluated in consultation with the public adviser.