



Trinity College Dublin

Coláiste na Tríonóide, Baile Átha Cliath

The University of Dublin

Job Description

Comp ID:	035111
Job Title:	HIHI Innovation Specialist
School/Department:	School of Medicine
Job category & level:	0.8 FTE Professional, Administrative

The Purpose of the Role:

Health services in Ireland and across the world are increasingly seeking innovations in health related technology, products and services to drive improvements in the quality, access and value of healthcare delivery. A joint government initiative of the Department of Health and the Department of Enterprise Trade and Employment, Health Innovation Hub Ireland (HIHI) is an Enterprise Ireland and HSE partnership providing a vital bridge between the health service and Irish innovators. Launched in 2016, HIHI helps businesses to navigate the health system. Facilitating engagement with clinical staff and accelerating collaboration between the two, through its national network across three locations Cork, Dublin, Galway. HIHI enables frontline piloting and testing, resulting in improved design or the validation to take a product to the next stage of development and commercialisation. The health service partner sees how innovation can deliver improved patient benefit. HIHI also supports the building of an innovation culture within the health service through a suite of knowledge building resources and guidance for healthcare professionals and innovators on the key steps from ideation to adoption. Run by a consortium of four academic institutions led by UCC, comprising TCD, MTU and NUIG.

This new position will work closely with the local HSE Clinical Liaisons and HIHI TCD Manager to coordinate and manage verification, validation and pilot studies with HIHI TCD clients. The post holder will have a leading role in planning, co-ordinating and completing HIHI studies. Central to the role is supporting start-ups and SMEs by brokering collaborative projects with clinical teams across acute and primary care sites to validate technologies and solve challenges in healthcare. Project management skills are crucial in this role. It requires the ability to work on multiple projects across locations, deal with issues and problems that may arise and the ability to work with multidisciplinary teams. The role will also support aspects of the HIHI Knowledge Network activity. A national HIHI initiative to engineer change and put innovation at the centre of Irish healthcare. The HIHI Industry Liaison will be based in the HIHI TCD hub, St James's Hospital and may play a role in studies at other site locations if required.

The post holder will report to HIHI TCD Manager Eimear Galvin. They will be an active member of the National HIHI Operations Team led by UCC and be responsible for updating HIHI databases and report writing for all studies they are involved in.

Informal enquiries about this post should be made to Eimear Galvin: galvinei@tcd.ie.

Main Responsibilities:

- Act as a broker between companies and the health service to identify clinical teams, assess feasibility of HIHI studies, secure agreement, co-design and run the HIHI study.
- Organise and co-ordinate teleconferences and face-to-face meetings with the project group.
- Play a proactive role in driving on-going projects identifying problems early and providing regular feedback and resolution to company and project team.
- Liaison with ethics and other committees with a particular view on compliance, as necessary.
- Advise on ethical and regulatory procedures (submissions, query resolution etc.) for studies as necessary.
- Monitoring study progress to ensure adherence to the project plan and to identify and rectify problems.
- Work within HIHI SOPs, guidelines and processes for operation, management and reporting of studies - in line with GCP.
- Co-ordinate the preparation and publication of study data, reports and information, ensuring that they meet HIHI requirements.
- Work with the HIH TCD Manager to ensure the study is meeting its targets and is producing meaningful outputs.
- Maintenance and regular monitoring of HIHI project notes and reports on internal HIHI Smartsheets and SharePoint systems (full training provided).
- Liaise with HIHI colleagues in Cork and Galway and where appropriate support HIHI projects being led by HIHI partner locations.
- Support on delivery of HIHI Knowledge Network, as required.
- Support on grant writing and grant application process.
- Carry out other duties as appropriate to the post as may be assigned from time to time by the HIHI Manager.

**The above role profile is not intended to be a comprehensive list of all duties involved and consequently the post holder may be required to perform other duties as appropriate to the post.*

Person Requirements

(Essential)

- Applicants must have at least three years' experience in some area of healthcare – industry or innovation or corporate or technology or frontline.
- An understanding of connected health, the HSE and wider health technology landscape in Ireland is essential.
- Experience in building networks, stakeholder engagement and relationships across sectors.
- A willingness and ability to develop knowledge and expertise in national and global priority healthcare needs.
- A keen interest, understanding and insight into health technology and medical devices.
- Strong organisational and administration skills and experience, coupled with capacity to constantly maintain a high level of accuracy and attention to detail.
- Skills and experience in planning, implementing and managing multiple projects to meet challenging deadlines and involving a range of stakeholders.
- Capacity to work on own initiative and use sound judgement, professionalism, confidentiality and discretion.
- Evidence of a high level of competency in all MS Office applications.
- Strong oral and written communication skills.
- The ability to work with minimal supervision and the ability to assume additional responsibilities when necessary.

(Desirable)

- Experience of carrying out technical assessments/evaluations.
- Experience of grant writing and supporting grant applications.
- Understanding of the research and development environment in Ireland and the role it plays in Irish companies' success.
- Familiarity with research development and innovation technology trends, opportunities and challenges as they impact on healthcare businesses.
- Certificate in Good Clinical Practice (ICH-GCP).
- Full Driving Licence (may be required to travel).

- Experience in the field of clinical trials/research of medical devices, technology.
- Clinical research experience/interest in clinical research.
- Experience of ethical approval process.

Qualifications:

- A relevant third-level degree qualification is essential. In a science or technical discipline is desirable. Additional qualifications in project management desirable.

Knowledge and experience:

- Applicants must have at three years' experience in some area of healthcare – industry or innovation or corporate or technology or frontline. Applicants should clearly address this experience, how they obtained their knowledge in their application and how it could benefit this role.
- An understanding of connected health, the HSE and wider health technology landscape in Ireland is essential. The applicant should give examples of involvement in either of these areas and what the applicant learned from the process.

Please Note:

Applicants who do not address the specific experience required above in their cover letter will not be considered at the short list stage.

Skills:

- Client focus - the ability to provide an excellent client service focusing on client needs, building and maintaining effective clinical relationships to advance clients' objectives.
- Ability to assess product value and communicate study findings across disciplines.
- Highly organised, with good time management skills.
- Excellent written and verbal presentation skills.
- Self-motivated, showing strong initiative.
- Ability to work independently and effectively as a member of a team.

Personal attributes:

The Trinity College Competency Framework has six Core competencies. **For this position there will be a particular focus on the following:**

- Takes responsibility for own work
- Finds ways to increase stakeholder and customer satisfaction. Builds relationships, is proactive and delivery focused in order to anticipate, meet & exceed expectations
- Communicates in a clear and respectful manner building trust and commitment for mutually beneficial outcomes.
- Confidently makes timely decisions based on knowledge, evidence and sound judgement.
- Is a reliable co-operative and trusted team member
- Committed to achieving results, putting in additional effort as required

