

# National Cancer Research Institute

## Chair and Deputy Chair for the Colorectal Group

### Background

The National Cancer Research Institute (NCRI) is a UK-wide partnership of research funders working together to maximise the value and impact of cancer research for the benefit of patients, carers and the public.

The NCRI Groups are pivotal in these efforts and are considered the core activity of the NCRI. As a well-established part of the UK's cancer research infrastructure, they provide a platform for researchers to collaborate; identifying and addressing areas of unmet need in cancer prevention, detection, treatment and support.

The NCRI currently manages 19 multidisciplinary [Research Groups](#) with wide representation from the cancer research field including clinicians, scientists, patient and carer representatives, and allied health professionals.

### NCRI Colorectal Cancer Research Group

The NCRI Colorectal Group is looking for a new Chair to play a key role in the development and delivery of the Group's new strategic priority areas and work with the NCRI Executive to launch them early in 2022.

The NCRI Colorectal Group will play a strategic role and include thought leaders in the field. It will be innovative and strategic, developing new research or undertaking projects to improve the prevention, early detection, treatment and quality of life of patients with colorectal cancer.

The Group will maintain oversight of the research activities in the UK and internationally, in this rapidly moving space and play a coordinating function between various stakeholders, including researchers, the government, charity, industry and patients and carers.

### NCRI Colorectal Research Group Remit

The remit of the NCRI Colorectal Group is to:

- develop research studies (population-based cohort studies, clinical studies etc.) and/or undertake projects in the area of Colorectal cancer that set and drive the UK national research agenda
- catalyse activity in areas of unmet needs
- link to the wider research environment including (but not limited to) researchers, government, charity organisations and industry and patients and carers affected by cancer.
- maintain oversight of the national portfolio across the field and coordinate activities between various stakeholders to maximise research effort as appropriate
- ensure a multidisciplinary approach to research

- foster collaboration with various groups and networks in the area of colorectal cancer, and work strategically with them to limit duplication of research.
- nurture the development of NCRI Consumers Forum members (or patients, carers and others affected by cancer) and NCRI Early Career Researchers (ECRs) through mentoring and training opportunities.
- offer feedback and recommendations to researchers from the wider research community on their studies through peer review or “Proposal Guidance” meetings.
- build a recognisable brand for Colorectal cancer in the cancer research community in the UK and internationally.

### **Role profile**

Role title	Chair of the NCRI Colorectal Group	Deputy Chair of the NCRI Colorectal Group
Reports to	NCRI Research Groups Governance Committee	Chair of the NCRI Colorectal Group
Location	Own institution/hospital (if opportunity arises, there may be a need to travel to London).	
Salary	Voluntary role	
Commitment required	Approx. 1 working day per month on average.	
Application deadline	12pm 7 January 2022	

### **Responsibilities for Chair and Deputy Chair**

- Lead work to identify research gaps and priorities on an ongoing basis.
- Support and facilitate the development of the Group’s outputs (research studies or projects and workshops) in priority areas identified.
- Contribute to national initiatives in the field, to develop and share best practise and to reduce silo working.
- Promote a culture of innovation and creativity within the Group.
- Provide a platform for shared learning for the Working Groups.
- Work closely with the NCRI Research Groups Team to ensure meetings and projects are functioning effectively as well as to ensure there is a broad range of expertise on the Group.
- Proactively develop effective relationships with key stakeholders in cancer research in the charity sector, public sector organisations and other relevant organisations to further the aims of the Group.
- Champion involvement and engagement of patients, carers and others affected by cancer in the research.
- Ensure involvement of early careers researchers (ECRs) in each of the Group’s strategic priority areas.
- Report to the NCRI Board annually and through the triennial peer review mechanism
- Bring impartiality and objectivity to Group meetings and decision-making.

### **Specific responsibilities for Chair**

- Be the face of the Colorectal Group and spear head the Group's strategic priority areas, both with the Group and in collaboration with the wider research community.
- Monitor the progress against the Group's strategic priorities and ensure that outputs are reported on an ongoing basis.
- Represent the Colorectal Group when reporting on progress, challenges and areas of potential collaboration with other stakeholders.
- Attend Chair's Forum (which takes place 1-2 times per year) to provide strategic input and updates on the Colorectal Group.
- Chair Colorectal Group meetings, inputting into the agenda in advance of the meetings and approving the meeting minutes
- Work with the Colorectal Group's Deputy Chair to realise the Group's strategic aims.

### **Specific responsibilities for Deputy chair**

- Identification of future Deputy Chair when time arises for position to succeed Chair.
- Support the Chair of the Colorectal Group as needed
- Deputise for the Chair of the Colorectal Group as needed
- Work with the NCRI Executive to support formation of panels of experts for Proposal Guidance meetings
- Work with the NCRI Executive to support the expansion and communication of and to the NCRI Colorectal Network.

### **Key qualities, experience and behaviours**

The Chair and Deputy Chair must be able to display or have the attributes below:

- Extensive experience as a researcher in the field and achievement of academic excellence in cancer research.
- Ability to work with stakeholders at all levels across a range of organisations.
- Strong leadership and communication skills.
- Impartiality, fairness and the ability to respect confidences.
- Being bold with the ability to ensure decisions are taken and followed-up.
- Previous experience of chairing and facilitating research meetings effectively.
- Engaging and inclusive with a track record of promoting collaborative research.
- Strategic and forwarding thinking, with the ability to address challenges and provide innovative solutions.
- Passionate and driven about working together as a team and with the research community towards a common purpose to achieve better outcomes for all those affected by cancer through research.

### **Membership term**

The Chair appointment term will be for three years.

The Deputy Chair will be appointed for three years and then upon review will succeed the Chair and hold that office for a further three years.

Chairs who are investigators on key studies that have been developed through the Group and whose term of office expires before the study has been completed will be asked to maintain contact with the Group.

### **Remuneration**

This is a voluntary, not a remunerated, position. However, all reasonable expenses that arise from attending face to face meetings will be reimbursed, subject to the NCRI Expenses Policy. This includes travel, food and drink and accommodation. Chairmanship and Deputy Chairmanship can be considered as national work.

### **Applications**

If you are interested in serving as an NCRI Colorectal Group Chairperson or Deputy Chairperson, please complete an online application form by **12pm, 7 January 2022**. You would need to complete screening questions and submit your CV in support of your application. Please note that interviews for the Chair position will take place on **w/c 17 January 2022**. Interviews for the Deputy Chair position will take place approximately two weeks after the appointment of the Chair to facilitate the new Chair being on the interview panel for the Deputy Chair position.

Please visit the NCRI Research Groups webpage for more information on the Research Groups: <https://www.ncri.org.uk/groups/>

Please contact Nicola Keat, Head of NCRI Research Groups, on 0203 469 5250 or by email to [Nicola.Keat@ncri.org.uk](mailto:Nicola.Keat@ncri.org.uk) should you wish to discuss your application. For further information on Research Groups including meeting frequency, membership composition, please see NCRI Groups Remit/Terms of Reference.