

Recruitment of NIHR Maternity Disparities Consortium Capacity Development Mid-Career Leads **Guidance and Application Form**

The NIHR Maternity Disparities Consortium (MDC) are recruiting up to seven Capacity Development Mid-Career Leads (CDML) to join the NIHR MDC's network of Capacity Development Leads (CDL). The CDML will work closely with their aligned CDL to support the leads and co-leads of MDC themes, workstreams, and core functions (T/WS/CF) to successfully deliver the MDC capacity development plan.

CDMLs will be aligned to a T/WS/CF and will be expected to work closely alongside their aligned CDL, to develop their knowledge and understanding, enabling a gradual transition into assuming CDL responsibilities throughout the duration of the MDC.

MDC Capacity Development Mid-Career Lead responsibilities include:

Core Responsibilities

- In coordination with the aligned CDL, report into the Capacity Development Group (CDG) on capacity and capability development activities within their specific T/WS/CF or across the wider MDC.
- Promote dissemination of capacity development schemes across the MDC and beyond to ensure maximum reach and actively seek out organisations and individuals to raise awareness of schemes/opportunities.
- Participate as a member of MDC funding review panels or interview panels to shortlist applicants for awards. This could include acting as an observer initially to build skills and knowledge if appropriate.
- Act as a point of contact within their T/WS/CF for capacity development queries.
- Signpost individuals to further support and guidance within the consortium as needed.
- With support from the CDL, assist in Trainee Reviews: Review progress reports of MDC funded trainees within specific T/WS/CF.

Secondary / Emerging responsibilities

- Deputise for the CDL at the CDG where needed initially, transitioning to fully attending and contributing to the decision-making processes of the CDG over the duration of the Consortium.
- In coordination with the CDL, communicate with T/WS/CF leads/co-leads to ensure they are kept abreast of capacity development opportunities and activities.
- Contribute to the overarching MDC training plan and support the Maternity Researcher's Network (MATResNet).
- Develop an awareness of, and advocate for, wider career development opportunities beyond those directly offered by the MDC.
- Alongside the CDL, start to build links with national and regional stakeholders to ensure external organisations are aware of MDC capacity development activities.
- Provide input into the capacity development programme to ensure it responds to wider system needs, policy agendas, and community needs.
- Identify any delivery risks early and work alongside the CDL to flag these to the co-lead for Research and Capacity Development and deputy lead for Capacity Development and help identify solutions.
- In coordination with the CDL, alert the MDC capacity development directorate if issues arise regarding the expectations of MDC-funded trainees.

MDC Capacity Development Group (CDG) Meetings

These meetings ensure that every T/WS/CF is represented to promote excellence and share best practices in research capacity development across the Consortium. Additionally, the meetings provide a collaborative forum for strategic input and advice to the MDC co-lead for Research Capacity Development and Deputy Lead for Capacity Development, the Capacity Development Programme Manager, and the Capacity Development Training Manager. CDMLs may be expected to deputise for CDLs at this meeting, when needed, transitioning to become members over the duration of the consortium. These meetings are held online for 90 minutes, initially monthly, with the expectation that the frequency will reduce once the capacity development programme is established.

Role recognition

The CDML will receive a contribution to their salary at the below FTE and a contribution to overhead costs at 30% of actual salary expenditure, if based at a HEI. The increasing FTE reflects the expectation that the CDML will take on increasing responsibilities over the Consortium duration as their knowledge and expertise grow. Where an applicant holds a fixed term contract that will end before the end date of the consortium, salary contributions may be awarded only for the duration of the applicant's fixed term contract.

	Year 1 (June 2026 -31 May 2027)	Year 2 (June 2027 -31 May 2028)	Year 3 (June 2028 -31 May 2029)	Year 4 (June 2029 -31 May 2030)	Year 5 (June 2030 - July 2030)
FTE	1%	1%	2.5%	5%	5%

Person Criteria

- Employed at a [MDC member organisation](#)
- Familiarity with the MDC Research and Capacity Development Programme
- Research experience relevant to the one of the MDC T/WS/CF and at an early to mid-career research stage*
- Experience of, or strong interest in, supporting researchers or health and care professionals to develop their research careers

*Early to mid-career researcher

We appreciate that the term early or mid-career researcher can be defined differently across disciplines, institutions and funders. For the purposes of this recruitment, we are defining an early to mid-career researcher as a researcher who:

- Has established a track record of research in a discipline relevant to the MDC. This track record may be evidenced through publications, conference presentations or research awards/ prizes.
- Holds an academic or research position, typically at a Post-doctoral, Research Fellow or Lecturer level (or equivalent).
- Is typically between 2 and 10 years post-PhD (or equivalent research experience). Career breaks are taken into consideration, and we also recognise that career pathways and progression rates vary across disciplines and individuals, meaning some individuals may fall outside this range.

Aligned Capacity Development Lead

Applicants are required to identify and contact the most relevant [Capacity Development Lead](#) prior to submitting an application to confirm their agreement to act as the aligned Capacity Development Lead.

Application Process

Application

Interested applicants should submit the below application form and a CV (max 2 pages) to nihr.mdc.capacitydevelopment@newcastle.ac.uk by 5pm 30th September.

Applications need to be approved by the relevant aligned CDL and a Line Manager/ Supervisor prior to submission.

Interview

Shortlisted applicants will be invited to a short online interview to explore further:

- Expectations of the role and responsibilities
- Motivation for the role
- Experience supporting capacity development and training.
- Individual development and training requirements to fulfil the role.

Shortlisted applicants will be asked to work with their local research office to submit costings for their time.

Appointment

Appointed CDMLs will receive an induction and onboarding meetings with the Capacity Development Directorate and relevant CDL, and a development plan to support transition into the role.

Timeline

Launch recruitment of CDMLs – August

Closing date for EOIs – 30th September, 5pm

Shortlisting and Interviews – October

Appointments – from November

NIHR MDC Capacity Development Mid-Career Lead (CDML) Application Form

This application form should be submitted with a CV (max 2 pages) to nihr.mdc.capacitydevelopment@newcastle.ac.uk by 5pm on 30th September.

1. Applicant details:

a. Name and institution

Name	
Institution	
Job title	
Email address	
Contract type (open ended/ fixed term)	
If fixed term, end date of current contract	

b. Alignment with the MDC

State the theme/ workstream/ core function of the MDC that aligns with your research
State the name of the aligned Career Development Lead (CDL)
Please describe how your current role links with the MDC (100 words max.)

c. Supporting Statement

Please provide a statement (max 500 words) outlining: - o Why you are interested in the Capacity Development Mid-career Lead role. - o Any relevant experience in mentoring, training, or capacity development aligning with the role requirements. - o How you envisage contributing to the MDC's capacity development objectives.

2. Approval from MDC capacity development lead:

This section should be completed by the aligned capacity development lead.

Please provide a short statement of support for the applicant (100 words max)

Name:	
Signature:	
Date:	

3. Approval from Line Manager / Supervisor

Approval from the current Line Manager / Supervisor for the application is required.

Name:	
Signature:	
Date:	

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