

**PERSON SPECIFICATION**  
**TITLE OF ROLE: CO- DIRECTOR**  
**NIHR ARC EAST OF ENGLAND**

## **Background**

The NIHR Applied Research Collaboration for the East of England (NIHR ARC EoE) is a collaboration between Cambridgeshire and Peterborough NHS Foundation Trust (the Host Trust), and the University of Cambridge, University of East Anglia, University of Hertfordshire, University of Essex and Anglia Ruskin University, working in partnership with other health and care organisations throughout the region.

At NIHR ARC EoE we are committed to improving health and care services by working together on priority health and care problems, training people to design and conduct innovative research, and putting findings into practice regionally and nationally. NIHR ARC EoE has received confirmation from the NIHR that its funding has been renewed from 1 April 2026 until 31st March 2031.

NIHR ARC EoE has a co-leadership model to ensure accountability to the NIHR, the quality and effectiveness of its work, and representation and input from partners and stakeholders. The Director has overall leadership and accountability of NIHR ARC EoE and is supported by the Co-Director. This co-leadership model is in turn supported by an Associate Director of Operations and a Business and Operations Manager, who help to ensure the smooth running of ARC EoE, including: supporting the Director and Co-Director; overseeing the day-to-day running of the ARC; managing administrative and partnership arrangements; and, managing the budget.

Following Prof Wendy Wills' decision to step down as Director of NIHR ARC EoE from April 2026, Prof Stephen Morris (currently Co-Director) will become the Director. A vacancy has therefore arisen for a new Co-Director. The appointed individual will take up the role from 1<sup>st</sup> April 2026.

The appointed individual will have a strong track record in at least one of the following areas: applied research; knowledge mobilisation and impact; research capacity development; research inclusion; and/or, patient and public involvement, engagement and participation. They will have a senior leadership role relevant to applied health, public health or social care, and be able to engage effectively with clinical, professional, patient, service user, and public groups.

## **What this role entails**

The Co-Director will work closely with the Director on strategic and operational issues. They will deputise for the Director at local, regional and national meetings as required, as well as being a member of the ARC EoE Operational Group (OG), which meets weekly. They will also be expected to attend the monthly meetings of the Management and Operational Group (MOG) and the Team Strategy and Operational Group (TSOG). The appointed individual will have oversight of selected ARC EoE research themes and/or workstreams, to be determined in discussion with the Director, depending on their expertise and experience.

## **Essential criteria for this role:**

- A post with University of Cambridge, University of East Anglia, University of Hertfordshire, University of Essex, Anglia Ruskin University or CPFT. This is required due to contractual arrangements.

- A strong track record of skills and experience relevant to one or more of the NIHR ARC EoE research themes or workstreams.
- Experience of working in collaboration with NIHR ARC East of England and/or the regional health systems and NIHR infrastructure.
- Experience in leading and/or facilitating cross-sector collaborations or teams.
- Working knowledge of the regional health, public health, and social care organisation and delivery landscape.
- Up-to-date understanding of the regional and national research infrastructure, including the NIHR and Health Innovation Networks.

#### **Time commitment**

The role requires an average commitment of 1 day per week, which is funded by NIHR ARC EoE via the employing organisation and administered by the host organisation, CPFT. This is a fixed term role for a period of five years, until 31 March 2031.

#### **Expressions of interest**

Please send a CV and letter of application to Emma Dickerson, Associate Director of Operations, NIHR ARC EoE, via email to [Emma.Dickerson@cpft.nhs.uk](mailto:Emma.Dickerson@cpft.nhs.uk). The letter of application should explain how you meet the essential criteria for the role, and include a statement as to which research themes and/or workstreams you would wish to oversee and why.

**Please submit your CV and letter of application by Monday 9<sup>th</sup> February 2026.**

**Interviews will be held week commencing the 2<sup>nd</sup> March 2026.**

Informal enquiries are welcomed by the current Co-Director, Professor Stephen Morris, via his Assistant, Maria Bertozzi ([mb2167@medsch.cam.ac.uk](mailto:mb2167@medsch.cam.ac.uk)).