

MND Scotland
Research Lead
Job Pack





MND Scotland – About Us

About MND Scotland

MND Scotland is the only charity in Scotland dedicated to supporting people with MND, their families, and friends.

Since being founded over forty years ago, MND Scotland has provided practical, financial, and emotional support to anyone affected by MND whilst also funding essential research into finding effective treatments and a cure.

MND Scotland is funded entirely by donations and grants. The charity's patron is Her Royal Highness, the Princess Royal.

For more information, visit mndscotland.org.uk.



Research Lead

Hours: Full time (35 hours per week)
Salary: Grade 6 – £35,835.48 gross per annum
Location: Home based and central Glasgow office as required with occasional travel across Scotland
Directorate: Research
Contract: Permanent
Reports To: Director of Research

Role Purpose

MND Scotland is committed to funding research into motor neuron disease because we think it is about time there was a cure. Our research funding schemes support researcher across the UK and encompass a range of approaches including fundamental neuroscience, social science and clinical trials.

Reporting to the Director of Research, your role is to lead on the delivery and management of our research funding schemes, research-related events and communications, including involving the perspective of people affected by MND across our research funding activities.

Key Responsibilities and Accountabilities

This role underpins the commitment by MND Scotland to supporting research into motor neuron disease with the aim of improving quality of life for people affected by MND, improving standards of care and, ultimately, finding a cure.

Reporting to the Director of Research, you will be responsible for:

- Delivering and managing research funding competitions, ensuring that the research supported by MND Scotland is the very best.
- Managing a small portfolio of funded grants and fellowships, making sure the finances are properly managed and the research is on track.
- Developing and organising occasional events for our research community and for the public.
- Involving people affected by MND in our research activities and processes.
- Alongside our Communications Team, you will help generate research-related news content.
- Working with key stakeholders such as the MND Scotland Research Committee, MND researchers and clinical trial specialists, university administration staff, people affected by MND and the general public.

You will also act as an ambassador for the charity, gathering insight and identifying opportunities for collaboration and engagement with like-minded organisations.

Essential Skills and Experience

- Educated to degree level, preferably in biomedical or health sciences, or equivalent experience.
- Experience of working in a research or funding environment (e.g., university, charity or public sector)
- Excellent planning and organisational skills.

Desirable Skills and Experience

- A Masters or PhD in a medical, scientific, or technical discipline.
- Experience of funding competitions, peer review, or management of grant-awarding processes.
- Knowledge of the UK's MND health and care research landscape.
- Experience of grant management software (e.g. Flexi-grant)
- Experience of writing scientific content for a general audience.
- Experience of organising and delivering events.

Essential Competencies

- Excellent planning and organisational skills, with meticulous attention to detail.
- Excellent time management skills: ability to work to tight deadlines, manage multiple tasks, and prioritise own workload.
- Excellent I.T. skills.
- Focus on delivery and quality.
- Credible and able to articulate complex issues to a range of audiences.
- Works collaboratively with others and values diversity.

Personal Attributes

If you are someone who has a 'can do' attitude and believes in our vision of a world without motor neuron disease, then we would love to hear from you.

Additional Relevant Criteria

We pride ourselves in operating in a flexible working environment and collaborative working is at the core of what we do. To ensure we achieve this, you will be required to work from our Glasgow city centre office on occasions agreed with your line manager.

The successful candidate must have the right to work in the UK.

This job description is current at the date of issue. As and when the work of MND Scotland develops or changes so the areas of responsibility may be subject to change, and the job description reviewed. Such changes would in the first instance be made in consultation with the post holder.

MND Scotland Benefits, Rewards and Employee Recognition

The information below provides a brief statement of the benefits, rewards, and employee recognition schemes available. Please check your contract of employment, company policies and individual rules for eligibility and terms and conditions.

MND Scotland reserves the right to withdraw, amend the scheme and change providers as appropriate.

Employee Support and Wellbeing	Pension Scheme	Eligible employees are automatically enrolled in MND Scotland's Group Stakeholder Pension Plan operated by TPT Pensions within one full month from their start date. Currently MND Scotland contributes 7.5% of gross basic salary and employees are required to make a minimum gross contribution of 3% of gross basic salary.
	Life Insurance	3 x base salary cover. This is a day one right for all MND Scotland employees.
	Annual Leave Entitlement	31 days leave per year, plus one additional day awarded for each year of service up to a maximum of 5 days
	Employee Assistance Programme	(Counselling and Psychotherapy) Training, Coaching, Mentoring and Supervision. Mindfulness Workplace Meditation.
	Able Futures	A self-referral service which offers employees the opportunity to access mental health specialists that can help you cope with any difficulties that are affecting your focus and time at work.
	Enhanced Company Maternity Pay	Eligible employees (one year's continuous service)
	Enhanced association sick pay (after probation period)	Company paid sickness absence in accordance with the sickness absence policy and contract of employment after probationary period completed.
	Enhanced Jury Service	Full salary paid during Jury service minus deduction for expenses received from the court
	Flexibly Working Environment	

Employee voice and opportunities	Staff Survey	Have your say in the anonymous employee engagement survey
	Staff Training	Opportunities to gain skills and receive formal training, participate in working groups (such as CRM, Staff Engagement) and undertake CPD.

Organisational Commitments	Disability Confident Committed Employer
	Accredited Living Wage Employer
	Equal Opportunities Employer
	Charter Champion – Volunteer Charter
	Supporter and Provider of Sanitary Products
	Our Pledge to Mental Health
	Our commitment to continually review our benefits and wellbeing initiative

