

CTU Network Executive Group – PPI Specialist Member

Information for Applicants

The UKCRC Registered Clinical Trials Unit (CTU) Network is seeking a highly experienced public contributors with expertise in clinical trials to contribute to the strategic work of its Executive Group.

The successful candidate will have a wealth of experience, knowledge, and acumen within the field of non-commercial/academic clinical trials research, demonstrate an excellent understanding of best practice as well as current drivers for change.

The CTU Network brings together 49 non-commercial units from across the UK.

As the collective voice of non-commercial and academic clinical trials units, the Network plays an important role in engaging with Government, funders, regulators, and patients to improve and strengthen clinical research in the UK. The Network is seen internationally as an exemplar for the development of national clinical trials support. It was established in 2007, and its members are committed to setting and sharing good practice and improving standards in clinical trials.

The CTU Network is funded by its members, and major funders have representation on the Executive Group, this includes; Cancer Research UK, NIHR, Arthritis UK, Chief Scientist Office Scotland and Health and Social Care Research Wales.

Role description:

Responsibilities

- To contribute to strategic planning and priority-setting: Take part in discussions on the direction of the Network/organisation, raising opportunities to strengthen patient-centred approaches.
- To represent patient and public perspectives in strategic discussions, decision-making, and policy development.
- To stay informed about the wider clinical research environment: Maintain awareness of national and international issues affecting clinical trials and public involvement.
- To support transparency and communication with public audiences: Advise on how the Network communicates its work to participants and the public, helping to ensure clarity, accessibility, and trust.
- Participate fully in meetings, read papers in advance, and contribute to decision-making while upholding good governance principles.

Key Attributes:

Personal attributes

- A strong background as a public contributor to clinical trials research in the UK.
- Experience of providing strategic input on behalf of patients and trial participants at national level in the UK.
- Ability to represent diverse perspectives and advocate for the needs of different communities.
- Integrity, diplomacy, strategic vision, and sound judgement.
- Committed to the values and purpose of the Network.
- An in depth understanding of the strategic opportunities and challenges in UK clinical trials research and understanding of the role of Clinical Trials Units within the UK landscape would be an advantage.
- The ability to think strategically and objectively, take the long view.
- A collaborative working style that reflects the Network's values with strong relationship-building and communication skills
- Negotiation and diplomacy skills with the ability to have courageous conversations
- An understanding of the importance of governance and reporting arrangements
- Travel and attendance at meetings

The successful PPI&E representative will have a key relationship with the Chair of the UKCRC CTU Network Executive Board (currently Simon Denegri OBE, Chair of Sense about Science) and work with the UKCRC Programme and Delivery Manager, (currently Helen Evans)

Terms of Reference for the Committee are available [here](#).

Induction and support

The successful applicant will be offered an induction to the work of the UKCRC CTU Network and the Executive Group, including an initial meeting with the Chair and the Programme and Delivery Manager.

Ongoing support will be available from the Secretariat, and reasonable training and development opportunities relevant to the role will be supported where appropriate.

This role does not involve any report writing, administration for the thrice yearly meetings is undertaken by the Network's Secretariat.

Reimbursement

Payment for contributions and attendance will be made in accordance with the levels set by the National Institute for Health & Care Research.

Accessibility and reasonable adjustments

The Network is committed to making meetings and materials accessible and will discuss **reasonable adjustments** with the appointed individual to support their full participation

Travel and attendance at meetings:

The Executive Group meets three times a year. Twice online (via Microsoft Teams) and once in person. Executive Group members are also invited to join the national CTU Directors' Meeting, which takes place in London twice a year.

Standard rate travel, hotel accommodation, and reasonable subsistence costs will be reimbursed for face-to-face meetings.

How to apply:

The UKCRC CTU Network welcomes applications from people of all backgrounds and is keen to hear from individuals whose voices are under-represented in clinical trials research and strategic decision-making

Interested candidates are asked to submit an up-to-date short CV plus a short covering letter (500 words) outlining their vision for the role and how they believe they fulfil the role description by **6pm on Friday 29th May 2026**.

If you have any queries please get in touch with Helen Evans CTU Network Programme Manager regctus@leeds.ac.uk or 0113 3439132