

# Facility Manager, Centre for Preclinical Imaging

## University of Liverpool, UK

A **Grade 8 permanent position (£41,526 - £52,560 pa)** is immediately available in the Centre for Preclinical Imaging (CPI) at the University of Liverpool. We are looking for a dynamic and motivated candidate who will be responsible for the management and day-to-day running of the imaging facility that includes; PET/SPECT/CT (Molecubes), Multi-Spectral Optoacoustic Tomography (MSOT, iThera Medical), fluorescence/bioluminescence imaging (IVIS Spectrum, Perkin-Elmer), high frequency ultrasound scanner (S-Sharp), and a high resolution  $\mu$ CT scanner (Perkin-Elmer).

Additional details and application process can be accessed [here](#). The closing date for the application is 5<sup>th</sup> November 2021. For preliminary enquiries and specific application details contact Professor Poptani [harish.poptani@liverpool.ac.uk](mailto:harish.poptani@liverpool.ac.uk).

### RESPONSIBILITIES & DUTIES

- ◆ Maintain and perform quality assurance of the imaging scanners including the IVIS Spectrum, MSOT, PET/SPECT/CT,  $\mu$ CT and ultrasound. In conjunction with the existing staff, be involved with the maintenance and calibration of the imaging systems, processing workstations, and other related equipment and software including data management and storage.
- ◆ Be involved with the maintenance and calibration of the imaging systems, processing workstations and other related equipment and software as well as data management and storage.
- ◆ Regular system calibration for QC control, maintaining and handling radio-active isotopes in compliance with the University guidelines.
- ◆ Act as the radiation protection safety (RPS) officer for the CPI, manage all records involving the handling and disposal of radioactivity in the CPI. Organise proper usage of dosimeters and train users in their proper use.
- ◆ Assist in the acquisition and analysis of in vivo and ex vivo imaging studies within CPI which includes fluorescence, bioluminescence, photoacoustic, ultrasound, PET, SPECT and CT for the users of the facility.
- ◆ Perform and analyse in vivo and ex vivo imaging studies using multi-modal preclinical imaging methods.
- ◆ Participate in the development, assessment, validation and standardisation of new imaging methods and their exploitation, in collaboration with scientists from UoL, external partners and commercial providers. Examples would include assessment of new contrast agents and molecular probes, image acquisition, image processing and quantification.
- ◆ Provide training, support, supervision and troubleshooting for the users regarding all aspects of in vivo imaging including study design, image acquisition, image processing/quantification, interpretation of the results, analysis, and presentation of the data for reports, publications and scientific communications.
- ◆ Develop and maintain standard operating procedures in compliance with health and safety, Home Office regulations and good laboratory practices.
- ◆ Ordering of consumables and equipment.
- ◆ Contribute to the development and maintenance of intranet and internet webpages for the facility and social media accounts.
- ◆ To carry out any other duties which may be required which are consistent with the nature and grade of the post.
- ◆ Liaising with manufacturers of the various imaging platforms (Bruker, Perkin-Elmer, iThera Medical, SSharp, Molecubes) in regard to repairs, maintenance and upgrades of the imaging equipment within CPI.
- ◆ Liaising with IT Services to ensure effective and reliable back-up of data in the Centre and a secure Linux computational environment.
- ◆ Liaising with the University's Facilities Management with regard to management and repairs of the plant equipment within the Centre.
- ◆ Liaising with the LIV-SRF team to develop a communication strategy to raise awareness of the Centre.
- ◆ Actively assisting with capital improvement programmes such as applying for capital grants.
- ◆ Full involvement in the procurement strategy for equipment in partnership with the Chair of CPI.
- ◆ Ensuring proper and appropriate use of the Facility and assisting with formulating policies.
- ◆ Maintain and check Health and Safety records for users of the Centre.
- ◆ Implementing and maintaining an appropriate cost-recovery model and business plan in conjunction with the LIV-SRF team.
- ◆ Proactively advocating preclinical imaging techniques and seeking new users both from within the University and externally. In addition to the above, all University of Liverpool staff are required to:
  - ◆ Adhere to all University policies and procedures, completing all obligatory training and induction modules, including Equality and Diversity and Health and Safety.
  - ◆ Respect confidentiality: all confidential information should be kept in confidence and not released to unauthorised persons.
  - ◆ Participate in the University's Professional Development Review scheme.
  - ◆ Demonstrate customer service excellence in dealing with all stakeholders.
  - ◆ Embody and uphold the University's Vision and Values.

**PERSON SPECIFICATION**

<b>PERSON SPECIFICATION</b>		
<b>Essential Criteria</b>		<b>Desirable Criteria</b>
(Identified from – Application form, CV, Supporting Statement, Interview, References)		
<b>Experience</b>		
1.1	Knowledge and experience of preclinical imaging of rodents	Experience working with hybrid imaging systems that contain multiple imaging modalities
1.2	Knowledge and experience of preclinical hardware management and maintenance protocols	Experience of in vivo imaging and cell tracking methods
1.3	Experience in supervision of support staff, post-doctoral research assistants and graduate students	Experience of programming (e.g. Matlab, IDL, C, C++, Python)
<b>Education, Qualifications and Training</b>		
2.1	Educated to PhD level in an appropriate subject	Evidence of managerial training
<b>Skills, General and Special Knowledge</b>		
3.1	Ability to capture, analyse and interpret preclinical imaging data	Ability to prepare and evaluate manuscripts and grant proposals and to provide input where appropriate
3.2	Ability to understand and communicate complex scientific information including the ability to critically assess scientific proposals and judge the correct imaging approach to adopt to deliver their goals	
3.3	A proven ability to manage and engage a variety of stakeholders in a multi-user environment including those with clinical, basic science, and other backgrounds	
3.4	Ability to manage budgets, efficiently organise administration and lead a team	Knowledge of financial planning and understanding of cost-recovery models to ensure the long-term sustainability of the Centre
3.5	Ability to derive costing models for various imaging platforms and prepare quotes when required	Evidence of managing a website and social media accounts
3.6	Expert user of all standard software packages including Microsoft Excel, Word and PowerPoint	An ability to organise and run awareness events, training courses and research symposia
3.7	Ability to plan a communication strategy for raising awareness of the facility and engaging a diverse user base	
<b>Personal Attributes and Circumstances</b>		
4.1	Excellent verbal and written communication skills and the ability to liaise with all levels of a diverse user community, suppliers and external bodies	Willingness to learn as well as set up new techniques within the laboratory as required
4.2	An ability to establish good working relationships at all levels and with a variety of stakeholders in the Faculty, the wider University, the local business community and local NHS trusts	
4.3	Capacity to deliver a high-standard, high productivity research output	
4.4	Willingness and ability to train and help others in their research	