Job Description: Researcher in Evidence Synthesis

Location:	Hybrid working: three days from home, two days in offices in London. Full-time (37.5 hours per week).
Apply by:	Submit your CV and Cover Letter to christine.fears@his.org.uk by 5pm on Monday 5 January 2026.
Salary:	£42-48k per annum, dependent on experience.

Job Purpose:

The post-holder will work with Head of Research Communications, the Chairs of the Guidelines Committee, and the Chairs and members of Guideline Working Parties to modernise and streamline clinical guideline output, rapid evidence reviews and knowledge mobilisation activities, and to identify potential collaboration opportunities for the society.

This is a scientific post which requires knowledge and experience in all areas of guideline development, including where possible, the application and limitations of AI search engines in guideline development. The use of rapid and systematic review of evidence is essential. The post holder will work in close conjunction with the research and communications coordinator (administrative) and clinicians and researchers.

Deliverables	Activity
With Chairs of Guidelines Committee, establish process for guideline development and production	• Review and implement a standardised methodology to inform the development of HIS guidelines and guidance, including online bitesize guidance. • Develop protocols for guideline development which include review questions, database searches, screening and consensus criteria, bias assessment, certainty of evidence and evidence synthesis. • Ensure guidelines conform to the principles set out in the HIS Research, Innovation and Guidelines Strategy 2025-2030 and the HIS Guideline and Guidance Development Manual. • Ensure that membership of HIS guideline development Working Parties is diverse, representative and free from internal bias or conflict of interest. • Develop and implement tools and resources to support efficient, accurate and robust guidelines, guidance and bitesize guidance. • Lead the publication and dissemination of guidelines, guidance and bitesize guidance by working with communications, publishing and research colleagues to facilitate publication in the HIS journals and website, to disseminate knowledge via online training and webinars, and represent HIS at national and international forums. • Share information and conduct regular communication with partners as appropriate and report on progress to relevant governance groups.
Performance of systematic literature searches using	• Lead the members of expert HIS Working Parties in asking and framing the right questions and conducting evidence reviews.

specific databases such as EMBASE and MEDLINE	• Ensure that evidence is provided in a timely and useful manner, whilst being robust and transparent and inclusive of patient and special interest needs, health inequalities and adaptable to national and international healthcare providers and patients. • Lead the delivery of evidence reviews and synthesis and other outputs, ensuring they are appropriately planned, delivered on time, to high quality standards and in an efficient manner. • Conducting literature searches using established databases including Ovid Medline, Ovid Embase, Ovid Emcare, Web of Science Preprint Citation Index. • Application of MeSH and free-text terms. • Design of evidence search strategies.
Extraction of data according to GRADE principles	• Identification of relevant studies. • Use of appropriate methods to assess study validity. • Meta-analysis if required. • Assessment of quality of evidence. • Inclusion on economic and socio-economic parameters where applicable.
Analysis of outputs from systematic literature searches	• Identification of research articles appropriate to specific questions to enable working parties to develop clinical guidelines. • Employ whenever appropriate and accessible AI software to ensure comprehensive search strategies and speed up review of evidence. • Title and abstract identification of potential evidence for clinical guidelines alongside a second sifter. • Have clear consensus strategy based largely on majority voting or Delphi techniques. • Full text identification against agreed inclusion criteria. • Determining quality of evidence and type of clinical study from the abstract and full text. • Have strong inclusion and exclusion criteria which will directly inform the evidence search strategy. • Introduce and follow best practice in sifting of references and databases • Use of reference management system such as Endnote. • Ensure that research gaps are identified and shared to support the HIS Research Team in grant making and commissioning Special Interest Groups.
Carry out collaborative projects h colleagues and members in tner societies	• Share knowledge and skills around using key protocols and methodologies for systematic literature reviews including literature searches, sifting and study identification. • Work with other societies and professional organisations as an ambassador for HIS. • Responsive and flexible interaction with members and colleagues from other societies.
Manage own activities including completing regular progress	• Show autonomy and decision-making skills to complete tasks to deadlines.

reports	• Regularly reporting on progress to the Head of Research and the Chair of the Guidelines Committee.
Continual personal professional development of competency, knowledge and skills	• Seek out new techniques and technologies in evidence synthesis – new software, AI models, new publication and dissemination technologies, etc. • Participate in training to develop skills, knowledge and service standards. • Seek and act upon feedback from colleagues.
Reporting to:	Head of Research, working closely with the Chair of the Guidelines Committee
Person Specification	
Education and professional attainments	**Essential** • An undergraduate degree (plus a minimum of five years' experience in evidenced based medicine) or advanced degree (or equivalent) in biological or health sciences, health services research, health technology assessment, or a related field. • Experience/knowledge of the process of systematic literature reviews. • Familiarity with guideline development, e.g. NICE, WHO, Cochrane methodology. • Experience with quantitative and/or qualitative evidence synthesis. • Demonstrated skills for reading, writing, and synthesizing scientific research material including evaluation and summarising of research findings, and critical appraisal of the literature. • Experience of using software to extract, analyse and synthesise data from a variety of sources. • Proficiency with reference management and evidence synthesis software, e.g. EndNote, Covidence, Rayyan. • Experience in data mining and synthesis of evidence. • Understanding of processes and requirements related to the publication in peer-reviewed journals. • An eye for detail. • Excellent written and verbal communication skills
	Desirable • Experience in a clinical environment. • Publication in peer reviewed journals. • Experience in collaborative, interdisciplinary research environments. • Understanding of the field of clinical/medical microbiology and familiarity with the existing literature and research in the field. • Possess sufficient specialist knowledge in the discipline to help the development of future guidelines and research projects. • Understanding of infection prevention and control in a clinical context.

Competencies	• Experience in guideline development, evidence synthesis and review. • Effective communication skills. The postholder will be able to forge strong relationships with all levels of staff and stakeholders, both internal and external in writing and conversation. • Strong organisational skills: must be a self-starter, who is able to work closely with diverse skillsets of colleagues across departments. • Knowledgeable: a good knowledge and keen interest in biology, healthcare or ideally microbiology and infection prevention and control. • Able to adapt to constantly developing circumstances and challenges. • Demonstrated ability to plan and prioritise a complex workload.
Other requirements	• Demonstrated experience of working with clinicians and familiarity with healthcare environments. • Experience working with and supporting professional committees. • Demonstrated ability to develop, manage and prioritise workflow, including strong forward planning and completing tasks to strict deadlines.