

Living with Inflammatory Bowel Disease: The Experiences of Adults of South Asian Origin (The LISA Project)

Freelance Interviewers: Job Specification

The Social Policy Research Unit (SPRU) at the University of York is seeking to appoint freelance interviewers to work on a project looking at the experiences of adults of South Asian origin who have Inflammatory Bowel Disease. This project is being funded by Crohn's and Colitis UK. Freelance interviewers are required for all or part of the period June to October 2013. We anticipate each interviewer will conduct between 5 and 10 interviews in the Midlands and North East of England.

Overview of the LISA Project

Inflammatory Bowel Disease (IBD) is a disease of the intestine causing inflammation and ulcers. Pain, urgent diarrhoea and tiredness are core symptoms. The severity of symptoms fluctuates unpredictably over time. Patients typically experience flare-ups in between intervals of remission or reduced symptoms. The cause or causes of IBD have not yet been identified. Treatments for IBD include medication, surgery and special diets.

The main aims of the LISA project are:

- to describe what living with IBD is like for SA adults, including their experiences as health service users;
- to understand whether ethnicity impacts on this experience and, if so, how;
- to identify ways that the NHS and Crohn's and Colitis UK can develop its support for this population.

Data will be collected via in-depth interviews with 30-35 South Asian patients (aged 18 years and over) who have been diagnosed with Inflammatory Bowel Disease. These patients will be recruited to the study from gastroenterology clinics in the Midlands and the North East of England. Participants will have some choice over who interviews them (that is, male/female; some with shared experience of IBD diagnosis; and/or South Asian/White British). A pool of 'in-house' and freelance interviewers is being used in order to be able to offer this choice.

Participants will choose whether or not the interview is audio-recorded. We envisage each interview will last between 60-90 minutes. A detailed topic guide, developed by the research team, will be used to facilitate the interview. Research participants will choose when the interview takes place, and whether they are by telephone or face-to-face (in their own home). Interviewers will therefore need to be able to work unsocial hours and to travel. All travel and subsistence costs will be reimbursed. SPRU can also offer to purchase rail/public transport tickets.

The role of the freelance interviewers

The roles and responsibilities of freelance interviewers are as follows:

- receive information from the research team about a research participant who has expressed an interest in participating in the project;
- make telephone contact with participant, responding to any questions about the study and confirming willingness to participate;
- arrange and undertake interview;
- after the interview, prepare a brief fieldwork note and upload audio-file to a secure server; or, where participants choose not to be recorded, prepare a detailed summary of the interview;
- liaise with the Project Support Administrator regarding interview arrangements, consent documentation, mailing of thank you letters etc.;
- attend supervision (via phone) (see below);
- attend 'review and reflection day' (see below).

In addition, the NHS Trusts in which this research is located may require freelance interviewers to undergo an occupational health check.

Training and supervision

Prior to undertaking interviews, interviewers will attend a mandatory two day residential training course at the University of York. This will take place on **Tuesday 28 and Wednesday 29 May 2013**. The training will cover: clinical aspects of IBD, living with IBD, researching sensitive issues, consent processes, dealing with concerns, the research aims, the topic guide, creating detailed interview summaries, and practical/administrative issues. Time and travel costs associated with attending training will be paid (see below for details). Overnight accommodation will be arranged by SPRU.

Once fieldwork has commenced, interviewers will receive one-to-one supervision (via phone) with the lead researcher (Dr Mukherjee) at regular intervals. In addition, all interviewers will meet together with the research team in York towards the end of the data collection period for a 'review and reflection' half day meeting.

Interviewer requirements

Essential characteristics are:

- educated to degree level *or equivalent* in a health, applied health or social science subject;
- an understanding of qualitative research design and methods;
- excellent communication and organisational skills;
- experience of conducting qualitative interviews, including sensitive or personal topics;
- able to travel;
- able to work unsocial hours;
- willing for SPRU to apply for an enhanced CRB check.

Desirable characteristics:

- we are particularly keen to recruit interviewers of South Asian origin and/or people who have experience of living with Inflammatory Bowel Disease;
- being able to conduct interviews in a South Asian language would be an advantage but is not essential.

Payment

Interviewers will be paid £160 (gross) per interview (to include contacting research participants to make arrangements for the interview, up to three hours travel time, carrying out the interview, completing post-interview administrative tasks). Where travel time exceeds three hours, an additional hourly rate of £15 will be paid, to a maximum of £30. Where interviews are not audio-recorded and a detailed interview summary needs preparing, an additional payment of £30 will be made. In addition, interviewers will be paid £180 per day to attend the two day residential training and £90 to attend the half day 'review and reflection' event.

If you are interested in applying for a position as a freelance interviewer, please email Dr Suzanne Mukherjee (suzanne.mukherjee@york.ac.uk) in the first instance, with a curriculum vitae and covering letter (including the names and contact details of two referees) outlining how your skills and experience match the job specification. **The closing date for applications is Tuesday 16 April 2013.** Interviews for the position will be held on Wednesday 1 May.