

Appointment of

Chair of Trustees

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Saxton Bampfylde

A message from the Vice Chair

Thank you for your interest in becoming the next Chair of the UK Research Integrity Office (UKRIO). This is an exceptional opportunity to lead a small but highly influential organisation dedicated to promoting the highest standards of integrity in research across the UK and internationally.

Since its inception in 2006, UKRIO has been at the forefront of supporting researchers, organisations, and the wider public in addressing the ethical and practical challenges of conducting research. Over the years, we have played a key role in shaping the landscape of research integrity, offering expert guidance, training, and support to ensure that UK research maintains its world-class reputation. Our reach spans all research disciplines and sectors, from higher education to the NHS, private industry, and charities.

The role of Chair becomes available at this point as our current Chair, Professor Sir Ian Boyd, steps down after 6 years of outstanding service and leadership. Ian has been instrumental in strengthening UKRIO's position as a trusted voice in research integrity, steering the organisation through a period of significant growth and increased external engagement. His dedication has ensured that UKRIO continues to provide vital, expert support to the research community while championing best practices and ethical standards. Building on his legacy, we are now seeking an outstanding individual who can guide the organisation into its next chapter.

The role of Chair is a pivotal one for UKRIO. As we navigate a rapidly evolving research environment, with new challenges and opportunities arising both nationally and globally, the next Chair will have a critical part to play in driving our strategic vision, strengthening our relationships with stakeholders, and championing research integrity on an international stage.

We are looking for an individual with the vision, experience, and credibility to lead UKRIO through this next chapter. Whether engaging with government and policymakers, chairing our board of Trustees, or working collaboratively with our Chief Executive, you will help ensure UKRIO continues to provide its unique and vital support to the research community.

As an organisation, we are proud of the expertise, independence, and dedication we bring to this crucial area of public and professional life. We hope you share our passion for safeguarding the integrity of research and promoting ethical practices that underpin public trust and innovation.

On behalf of UKRIO, thank you for considering this opportunity, and we look forward to receiving your application.

With best wishes,

Professor Sarah Harper
Vice Chair, UK Research Integrity
Office





About UKRIO

The UK Research Integrity Office (UKRIO) is a registered charity (no.1147061) established in 2006 to provide independent, expert and confidential support to enhance good research practices and improve research culture in the UK. We champion high quality research practices, offer independent advice and guidance to research stakeholders and the public, cultivate and share information about research integrity, and lead conversations about emerging issues concerning research in the UK.

Who Do We Help?

We work collaboratively, both nationally and internationally, to address the complex and ever-changing challenges to good research practice. This remit spans all disciplines and sectors of research: from higher education, the NHS, private sector organisations and the third sector — wherever research affects the public good. We work with individuals and organisations alike to help safeguard and enhance good research practice, take action to correct errors and misconduct, and inculcate a healthy research culture. As well as helping researchers and researcher organisations, the charity provides advice and guidance to those outside the research community, including members of the public, policy makers and stakeholder organisations.

Why Research Integrity Matters

Research and innovation profoundly affects our daily lives. From informing policy to influencing investment and driving advances in healthcare, technology, and beyond, research shapes the world around us and our quality of life now and into the future. Consequently, the critical importance of integrity within research cannot be overstated. Whether a research study is rigorous, honest, transparent, respectful, and accountable — the key tenets of integrity — is essential to both the individual success of that work and to our collective knowledge and progress as a society.

Our Mission

UKRIO's vision is that through our activities, the UK research community is supported to produce work of the highest integrity, quality and efficacy. This will safeguard public trust in research and enhance the benefits that research brings society.

We strive to:



Champion high quality research

Champion the governance, management and conduct essential for high quality and ethical research



Lead and shape conversation

Lead and shape conversations about research integrity in the UK and beyond



Offer independent advice and guidance

Give confidential, independent and expert advice and guidance on all forms of research integrity challenges as they arise



Cultivate and share best practice

Create and share knowledge of best practice and positive research cultures and conduct

Our Subscribers

UKRIO facilitates a growing network of [130+ subscribing research organisations](#) committed to research integrity, from higher education institutions to government bodies, charities, social enterprises and learned societies.

Our subscribers receive in-depth, long-term and practical support to authentically embed and advance a culture of research integrity, with access to services and guidance tailored to senior leadership teams, researchers, professional services staff, technicians, and beyond.

Our subscribers include:

Higher education institutions	100+ higher education institutions, including all Russell Group universities, multi-disciplinary universities across the UK, and specialist institutions such as the University of the Arts London, and Rose Bruford College of Theatre & Performance.
Independent research institutes	The Sainsbury Laboratory, CRUK Scotland Institute, Plymouth Marine Laboratory and the James Hutton Institute.
Government bodies	Taighde Éireann – Research Ireland, UK Ministry of Defence Research Ethics Committee (MODREC), National Physical Laboratory and UK Health Security Agency.
Charities and social enterprises	Nesta, Royal Botanic Gardens Kew, Health Data Research UK, RAND Europe, The Institute of Cancer Research and Health Foundation.
Learned societies	The Royal Society, The British Academy.

Our Services

UKRIO provides a range of services to fulfil its organisational mission and meet the complex and changing needs of the UK’s research community.

UKRIO’s core services include:

<p>Advisory Service</p>	<p>UKRIO fields enquiries from every sector of UK research, as well as from other countries, on topics ranging from fabrication and falsification of data to research ethics, publication and authorship issues and matters of research governance. This acts as a critical service for the research community and gives UKRIO exceptional insight into challenges to research integrity at the individual, organisational and national level.</p>
<p>Information, Advice, and Guidance</p>	<p>UKRIO has a hub of continually expanding resources and guidance. Our practical guidance and services are available to everyone involved in research, from senior leadership teams to those just starting their research careers. Our resources are categorised into seven themes:</p> <ul style="list-style-type: none"> • Good practice and governance • Research misconduct • Research ethics - human • Research ethics - animals • Publication ethics including authorship • Research culture • Equity, diversity and inclusion
<p>Thought leadership</p>	<p>UKRIO works with actors from across the research ecosystem to inform, influence, and shape the national conversation and policy agenda on research and research integrity.</p> <p>Our charity also facilitates quarterly roundtable discussions, convening stakeholders to dissect complex issues, share good practice and pool expertise to develop creative solutions together.</p>
<p>Events</p>	<p>Our popular expert webinar series showcases novel approaches to existing challenges and catalyses meaningful dialogue on topical issues. Every year, we also hold an exclusive day for our subscribers to hear from leading experts, share experiences and good practice, and input into UKRIO’s future priorities.</p>
<p>Education and training</p>	<p>UKRIO offers a range of training and education services on topics in research integrity, including online courses, bespoke consultancy, and virtual and in-person training sessions.</p>

Structure and Governance

UKRIO is a Charity by guarantee with charitable status (Registered Charity no. 1147061). It consists of four elements: the Board of Trustees, the Advisory Council, the Expert Community of volunteers, and the Office team.

- **The Board of Trustees** directs and oversees the strategy and programme of work of UKRIO. The Trustees include the Chair and Vice-Chair of UKRIO.
- **The Advisory Council** is Co-Chaired by a UKRIO Trustee and consists of members selected for their expertise in research integrity and related issues, as well as independent and lay members. Its function is to advise on, and oversee, the strategy and programme of work of UKRIO. Unlike the Trustees, the Advisory Council hold no legal responsibility for the organisation.
- **The Expert Community** provides an expert resource which UKRIO draws upon when responding to specialist enquiries on issues of research integrity. Recognising their broad experience in research matters, expert community members also give feedback on the wider work of UKRIO on request and are given the opportunity to contribute to other elements of the programme of work. Expert community members hold no legal responsibility for the organisation and must agree to adhere to UKRIO's volunteer agreement which includes Confidentiality clauses.
- **The Office team** carries out UKRIO's programme of work in line with the UKRIO's strategic vision and in order to meet its charitable objects.

The Trustees, members of the Advisory Council and members of the Expert Community are not employees of UKRIO and give their time to the organisation on a voluntary basis. The many successes of our organisation could not have been achieved without their generous and expert support. Appropriate insurances have been procured to cover Trustees, members of the Advisory Council and Expert community members acting on behalf of UKRIO.

Chair of Trustees: Role Description

Objective

The Chair will hold the Trustees, Advisory Council and Executive Team to account for UKRIO's mission and vision, providing inclusive leadership to the Trustees, ensuring that each trustee fulfils their duties and responsibilities for the effective governance of UKRIO.

The Chair will also support, and, where appropriate, challenge the CEO and ensure that the Trustees and Advisory Council each function as a unit and work closely with the entire Executive of UKRIO to achieve agreed objectives. They will act as an ambassador and the public face of UKRIO in partnership with the CEO.

Principle responsibilities

Strategic leadership

- Provide leadership to UKRIO and its Trustees, ensuring that UKRIO has maximum impact for its beneficiaries.
- Ensure that Trustees fulfil their duties and responsibilities for the effective governance of UKRIO.
- Ensure that the Trustees and Advisory Council operate within the charitable objectives of UKRIO and provide a clear strategic direction for UKRIO.
- Ensure that the Trustees can regularly review major risks and associated opportunities and satisfy themselves that systems are in place to take advantage of opportunities and manage and mitigate the risks.
- Ensure that the Trustees fulfil their duties to ensure sound financial health of UKRIO, with systems in place to ensure financial accountability.
- Advise on additional areas of work that could enhance the objectives of UKRIO.
- Advise on potential sources of funding.

Governance

- Ensure that the governance arrangements are working in the most effective way for UKRIO.
- Ensure that the Trustees and the Advisory Council are regularly refreshed and incorporate the right balance of skills, knowledge and experience needed to govern and lead UKRIO effectively, and which also reflects the diversity of the communities UKRIO supports.
- Work within any agreed policies adopted by UKRIO.

External Relations

- Act as an ambassador for the cause and UKRIO.
- To identify synergies with developments and organisations both within and outside the research community.
- Act as a spokesperson for UKRIO when appropriate.
- Represent UKRIO at external functions, meetings and events.
- Facilitate change and address any potential conflict with external stakeholders.

Role Description cont.

Efficiency and effectiveness

- Ensure that the Trustees are fully engaged and that decisions are taken in the best, long-term interests of UKRIO and that the Trustees take collective ownership.
- Foster, maintain and ensure that constructive relationships exist with and between the Trustees.
- Work closely with the CEO to give direction to the Trustees and Advisory Council policy-making and to ensure that meetings are well planned, meaningful and reflect the responsibilities of the Trustees.
- Monitor that decisions taken at meetings are implemented.

Relationship with the CEO and the wider management team

- Establish and build a strong, effective and a constructive working relationship with the CEO, ensuring they are held to account for achieving agreed strategic objectives.
- Support the CEO, whilst respecting the boundaries which exist between the two roles.
- Ensure regular contact with the CEO and develop and maintain an open and supportive relationship within which each can speak openly about concerns, worries and challenges.
- Liaise with the CEO to maintain an overview of UKRIO's affairs, providing support as necessary.
- Conduct an annual appraisal and remuneration review for the CEO in consultation with other Trustees.
- Ensure that the CEO has the opportunity for professional development and has appropriate external professional support.

Additional information:

The above list is indicative only and not exhaustive. The Chair will be expected to perform all such additional duties as are reasonably commensurate with the role.

The Vice-Chair will act for the Chair when the Chair is not available and undertake assignments at the request of the Chair.

The Chair is a Trustee of UKRIO (Registered Charity no. 1147061) and a director of UK Research Integrity Office Ltd. (Registered Company no. 7444269). The Chair must confirm their position with UKRIO's bank but does not have to be a signatory to UKRIO's bank account if they do not wish to be.

Chair of Trustees: Person Specification

Knowledge and experience

Leadership and Strategic Vision

- Demonstrable ability to recognise and build on UKRIO's existing structure while shaping its future direction.
- A strategic and outward-facing approach, with the capacity to raise UKRIO's profile and influence nationally and internationally.
- Strong political and strategic awareness, with experience of engaging effectively across a crowded research integrity landscape.
- A deep understanding of the complexities of research environments and the perspectives of researchers, as well as the ability to engage with institutional leaders at all levels.

Ambassadorial skills

- Outstanding communication and interpersonal skills, with the experience and ability to represent UKRIO credibly across diverse audiences, including government, policymakers, and senior figures in academia and the private sector.
- Proven experience of engaging with international stakeholders.

Governance

- Effective chairing and governance skills, able to lead meetings collaboratively and ensure strategic decisions are robust and well-informed.
- Experience of organisational leadership, including financial oversight and people management.
- Familiarity with working in a not-for-profit or charitable context, with an appreciation of its specific challenges and opportunities.

Personal Attributes

- Strong intellectual capacity, agility, integrity, and independence of thought.
- Gravitas and credibility to lead a UK representative body and engage with senior leaders across the sector.
- A collaborative and consultative approach to leadership, ensuring UKRIO maintains its reputation for practical and proportionate support.
- The utmost levels of honesty, emotional intelligence, integrity and a passion for excellence.

Terms of Appointment

Remuneration

The Chair is not an employee of UKRIO and gives their time to the charity pro bono. UKRIO will reimburse reasonable expenses incurred by the Chair while supporting UKRIO. Appropriate insurances and indemnities have been obtained to cover volunteers, including the Chair, when acting on behalf of UKRIO.

Location

The UK Research Integrity Office is based at the Impact Hub London Euston, 1 Triton Square, NW1 3DX. Much of UKRIO's work can be conducted virtually and therefore can be carried out remotely. The Chair is expected to attend a minimum of two in-person meetings per year (the Annual general meeting, and a further in-person Board meeting) usually held in the late spring and autumn, though further visits are welcomed. Other board meetings of the Trustees and the Advisory Council are held virtually, or in a hybrid fashion at the London Euston office.

Time commitment

1-2 days per month. The minimum commitment would be to:

- Chair the meetings of the Trustees (currently three per year, plus one strategy away day which includes the Annual General Meeting).
- Support the Co-Chair of the Advisory Council (also a Board member) to Chair and develop the Advisory Council's positive influence on the charity
- Have regular contact with the CEO Officer on an ad hoc basis, on average once or twice per fortnight, usually virtually.
- Represent UKRIO at various events and meetings with key stakeholders (envisaged as at most once per month).
- At the UKRIO Annual Conference and/or other events Give a Chair's Welcome and Introduction and round-up at UKRIO's Annual Conference and; speak at UKRIO's Subscriber Symposium (annual).

Terms

The Chair will serve a three-year term to be eligible for re-appointment for one additional term. After serving one additional three-year term, in exceptional circumstance the Chair may serve a further third and final additional term by the agreement of the Trustees.

Volunteer agreement

UKRIO volunteers, including the Chair, must sign and adhere to the 'Volunteer Policy agreement' which includes adherence to UKRIO's Code of Conduct, Confidentiality, Competing Interest declarations and Safeguarding requirements including Data Protection. The key requirement for the Chair is to adhere to the stipulated confidentiality and conflict of interest provisions.

Terms of Appointment cont.

Broader work

The Chair may wish to join UKRIO's broader Expert Community, the body of experts UKRIO draws upon when responding to questions and concerns about the conduct of research. Our expert community members play a vital and varied role in supporting UKRIO's Advisory Service, helping to ensure that we can offer expert guidance on the best ways to support good research practice and address misconduct. Further information on their work is included in UKRIO's Volunteer Policy.

The Chair is not obliged to become an expert community member; this wider involvement in the work of UKRIO is by agreement only. However, they will have oversight of the work of the expert community members and the Advisory Service as part of the Chair role.

How to apply

Saxton Bampfylde Ltd is acting as an employment agency advisor to UKRIO on this appointment.

Candidates should apply for this role through our website at www.saxbam.com/appointments using code **AAEAAB**.

Click on the 'apply' button and follow the instructions to upload a CV and cover letter and complete the online equal opportunities monitoring* form.

The closing date for applications is noon on **Monday 6th January**.

* The equal opportunities monitoring online form will not be shared with anyone involved in assessing your application. Please complete as part of the application process.

GDPR personal data notice

According to GDPR guidelines, we are only able to process your Sensitive Personal Data (racial or ethnic origin, political opinions, religious or philosophical beliefs, trade union membership, genetic data, biometric data, health, sex life, or sexual orientation) with your express consent. You will be asked to complete a consent form when you apply and please do not include any Sensitive Personal Data within your CV (although this can be included in your covering letter if you wish to do so), remembering also not to include contact details for referees without their prior agreement.

Due diligence

Due diligence will be carried out as part of the application process, which may include searches carried out via internet search engines and any public social media accounts.

HONESTY
RIGOUR
RESPECT
TRANSPARENCY
ACCOUNTABILITY