

Job Description

Job title	Project Lead - European Genome-phenome Archive
Job Number	EBI01399
Group/Team	EGA
Location	EBI - Hinxton, United Kingdom
Title of line manager/supervisor	EGA Coordinator
Title of Group/Team Leader	EGA, EVA and ENA Archive Infrastructure Team Leader

Role Summary

The European Bioinformatics Institute (EMBL-EBI) is seeking a Project Lead to join the European Genome-phenome Archive (EGA) to provide the project coordination for a collaboration between the UK Biobank and the EGA to provide archival and distribution of 50,000 whole-genomes and 500,000 exomes.

UK Biobank is a major national health resource with the aim of improving the prevention, diagnosis and treatment of a wide range of serious and life-threatening illnesses - including cancer, heart diseases, stroke, diabetes, arthritis, osteoporosis, eye disorders, depression and forms of dementia. UK Biobank recruited 500,000 people aged between 40-69 years in 2006-10 from across the UK. They have undergone measures, provided blood, urine and saliva samples for future analysis, given detailed information about themselves and agreed to have their health followed. Over the next few years, all of the participants will have their genome sequenced and the genetic and phenotype data will be made available for approved researchers.

The EGA is a resource for permanent secure archiving and sharing of all types of potentially identifiable genetic and phenotypic data resulting from biomedical research projects. Its aim is to provide access to data, to foster data re-use, to enable reproducibility and to speed up biomedical and translational research in line with the 'FAIR' (Findable, Accessible, Interoperable, and Reusable) principles. The EGA project is part of the ENA/EGA/EVA Archive Infrastructure team led by Thomas Keane, this is part of the Molecular Archives Cluster at EMBL-EBI.

As Project Lead, you will have a central role in coordinating the EGA-UK Biobank collaboration deliverables by interacting with multiple groups including the EGA team (Software Developers, DevOps, Helpdesk), EBI Technology and Science Integration Cluster, and UK Biobank to ensure successful delivery of the project goals. This position is an exciting opportunity to become involved in a project that have the potential to be truly transformative for human genetics. Initial appointment will be for two years with potential for extension up to five years based on successful delivery of the service and external funding availability.

Main Duties and Responsibilities

The main activities that you will be involved in are:

- Ensuring that project plan objectives, milestones, deliverables and KPIs are successfully achieved

- Chair internal and external project update meetings with key stakeholders
- Coordinating the smooth delivery of data submission, archiving, and distribution services of UK Biobank data from EGA
- Coordinating project implementation with key EGA personnel (Senior Developers, EGA Coordinator, and Team Leader)
- Effectively and proactively communicating operational outcomes, risks, and ongoing processes to key stakeholders
- Day-to-day management of CINECA risks and opportunities, including project performance indicators and the risk register
- Scheduling and preparation of regular consortium meetings; minuting these meetings; following up on actions; circulating meeting reports
- Present project background and updates to internal and external audiences
- Work with, teach, and learn from a great team that is fun, devoted to personal growth and committed to building something meaningful, lasting, and impactful

Person Specification

Person Profile	This section details the knowledge, skills and experience we require for the role	Essential / Desirable
Education and Qualifications	<ul style="list-style-type: none"> A postgraduate degree in the life sciences or similar, or equivalent industry experience 	E
Professional experience	<ul style="list-style-type: none"> Experience in coordinating complex projects across a team or a number of partners Demonstrable experience relevant to writing project technical reports Experience in planning, chairing, and minuting meetings Experience of working and delivering results in a high-paced, multidisciplinary professional/academic team environment Experience of motivating and supervising staff members 	E E E E D
Functional competencies and technical skills	<ul style="list-style-type: none"> Experience working with human genetic and phenotypic data Ability to extract and distill reporting information from complex sets of sources Experience with processing or handling genetic or phenotype data (e.g. next-generation sequencing, genotyping, clinical phenotypes etc.) Experience of interacting with relational databases to extract reporting information Experience of using a computer scripting language (e.g. python, Perl etc.) Familiarity with commonly used ontologies for human phenotypes 	E E D D D D
Interpersonal and Communication skills	<ul style="list-style-type: none"> Excellent written and verbal English language skills A high level of accuracy and attention to detail Good organisational skills, the ability to prioritise different tasks and to manage a heavy workload A proven ability to effectively interact with multiple stakeholders to deliver results Excellent interpersonal and communication skills A high level of independent working, initiative, and flexibility 	E E E E E E