



## MDUK Research Communications Group Member - Volunteer Role Description

*We understand that a diagnosis of muscular dystrophy changes everything. Every day Muscular Dystrophy UK is urgently searching for treatments and cures to improve lives today and transform those for future generations.*

### How you will make a difference

We're setting up a group of scientific professionals who will support our Research team to communicate about the research that we fund. You'll be helping us to summarise research papers, simplifying them for a general audience and ensuring that people affected by muscle wasting conditions understand the latest research developments.

**Role title:** Research Communications Group Member

**Location:** Remote

**Department:** Research

**Frequency:** Ad-hoc: we expect members of the group to complete pieces of work 3 to 4 times per year

### Summary of role

#### What you'll be doing:

- The Research Communications Group will be sent research papers or information on common technologies or concepts such as gene therapies.
- Members of the group will then write short, simple summaries of these papers or technologies. These summaries will be used on MDUK's website or in communications to our supporters.
- We may also ask the group to write other small pieces, such as entries in our glossary of key terms related to research into muscle wasting conditions.
- Tasks will be sent to all members of the group and members of the group will accept or decline the task depending on their availability.
- We'll bring the group together annually to share ideas about how MDUK can best communicate our research work and to thank you for your support.

#### What you'll get out of the role:

- Experience communicating about scientific research and distilling complex ideas for a non-scientific audience.
- A chance to help shape the way that MDUK shares our research with a wider audience.
- Training on our brand guidelines and advice on how best to summarise research papers for a lay audience.



- Being part of a small community of researchers dedicated to communicating scientific research clearly
- A flexible volunteering role that you can fit around your other commitments

#### **What you'll bring:**

- A biological sciences / medical research background (ideally Masters level but our priority is that you can understand scientific research papers).
- An understanding of current research into muscle wasting conditions would be desirable but not essential.
- Strong written communication skills; able to explain complex concepts in a clear and engaging manner
- A passion for communicating research simply and succinctly to a lay audience and an interest in the work of MDUK

#### **Application process**

- We'll initially ask you to complete a short form with information about your educational background and your interest in the role.
- We'll also ask you to complete a sample task so that you get a feel for the role and we can make sure it's a good fit.
- You'll have an informal telephone interview with our Research team so we can tell you more about our work and find out more about you.

#### **Volunteering for MDUK**

##### **What we expect from you:**

- enthusiasm and commitment to supporting the work of MDUK
- to maintain and uphold the reputation and good name of the charity
- to listen to, and work co-operatively with paid members of staff and other volunteers – treating all with courtesy and respect
- to take reasonable care of your own health and safety and that of others who may be affected by their acts or omissions
- to support the charity's equal opportunities and diversity policy – helping to promote this to all our supporters
- to provide us with feedback on how we can improve your volunteering experience with the charity
- to inform us if your commitment to us, for any reason, can no longer continue

##### **What you can expect from us:**

- your main contact will share the *Volunteers' Handbook* with you, which will act as a summary of the information within our Volunteer Policy (you can ask for the full policy document if you'd like, too)
- regular email updates on the charity's work
- contact with other volunteers working with MDUK



- your main contact will work with you to provide any support and training you need to fulfil your role
- you can claim back pre-agreed reasonable expenses as per the MDUK expenses policy
- insurance cover, while volunteering, under MDUK's public liability insurance, as per the insurance policy
- a formal, written procedure for resolving difficulties; if you have a complaint it will be dealt with promptly and fairly.

## Other

<b>Travel:</b>	Not required at present but may hold face to face meetings of the Research Communications Group in London annually in future
<b>Access to internet:</b>	Required
<b>Confidentiality agreement:</b>	Required