

## **Jade Butcher**

**jadeebonybutcher@gmail.com**  
**www.linkedin.com/in/jade-e-butcher/**

Currently working as a Project Support Associate for Medical Research Network. My core responsibilities are ensuring standard operating procedures (SOPs) are followed in the running of phase one-three pharmaceutical clinical trials. This involves communication with pharmacy sites and health care professionals (HCPs) to ensure the decentralised clinical trial visits proceed as planned and, in accordance with Good Clinical Practice (GCP) laws. Previously gained experience conducting research with The Office for National Statistics and also the NHS, through the women's health charity Endometriosis South Coast.

### **Employment**

#### **August 2022-Present: Project Support Associate for Medical Research Network, Remote**

- Working within a global team to assist in and monitor the required regulatory documentation for study set-up, running of and close out of international decentralised pharmaceutical clinical trials, in compliance with ICH-GCP.
- Ensuring ICH-GCP guidelines and SOPs are being followed in all clinical trial activities and documents. This includes personal understanding of global and country specific clinical research guidelines, with knowledge of International Conference on Harmonisation Guidelines, the EU GCP Directives, and the UK Clinical Trials Regulations.
- Facilitating in the management and delivery of Home Trial Support (HTS) and Site Nurse Support (SNS) studies.
- Recording Adverse Events (AE), to be later shared with the sponsor and site.
- Engaging in daily communication with global pharmacy sites, including PI's and SC's.
- Ensuring HCP and nurse vendors have the required medical supplies and documentations for the visits to go ahead.
- Hands on knowledge of Good Documentation Practices.
- Proficiency in software such as Salesforce, DocuSign, Adobe Acrobat, Kofax Power and Microsoft office.

#### **September 2021-August 2022: Statistical research and Analysis Volunteer at Endometriosis South Coast, Portsmouth**

- Organised and project managed a small research team aimed at examining the necessity of creating a separate women's health chronic condition pathway within the NHS.
- Co-ordinated with the client, Solent NHS Talking Change, to produce appropriate outreach and research within the community, with the aim of analysing access and need for psychological interventions for endometriosis.
- Operated remotely and within online teams. This allowed for the strengthening of time management and autonomy, and showcased ability communicate within teams.
- Demonstrated proficiency on IBM SPSS, Qualtrics, Word, Outlook, Excel and Teams.

### **Education**

**2021-2022: MSc Health Psychology, University of Portsmouth.**

- Graduated with a Merit grade.
- Dissertation listed on the UK statistics authority website. Titled “*Examining the United Kingdom’s Response to COVID-19 Vaccination Uptake Amongst Ethnic Minorities*”. Over 6 million vaccination records received from the Office of National Statistics (ONS) was analysed to examine if the UK governments COVID-19 interventions were effective in increasing vaccine uptake in identified vaccine hesitant ethnicities.
- Applied oral and written skills, prioritisation of caseload and proficiency on medical research databases, such as PubMed, Google Scholar, and EBSCOhost.
- Refined confidentiality and publication skills through collaboration with the ONS.
- Key modules included Research Methods, Psychobiological Aspects of Health and Theories and Interventions for Health, with an emphasis on medical conditions, such as Cancer, Diabetes, Chronic Pain, and related medical treatments.

**2018-2021: BSc (Hons) Psychology, University of Portsmouth.**

- Graduated with an Upper Second degree (2:1).
- Dissertation focussed on health psychology. Titled “*Management of Migraines: Exploring the Role of a Mobile Phone Application Using a User Centred Approach*”, this research report focussed on using qualitative reviews of a medical mobile health (mHealth) app, to examine if technology can be a useful aid in medical management.
- Modules included Clinical, Health, Neuroscience, Psychometrics, and Data Analysis.
- Demonstrated the ability to research and write research reports on medical conditions.
- Displayed confidence in delivering PowerPoint presentations to audiences and ability to use statistic processing software, such as SPSS, Microsoft Excel, Stata and Qualtrics.
- Learned proficiency on Cisco Webex and Zoom, to attend online lectures during COVID.

**2016-2017: Certificate of Higher Education for BSc (Hons) Psychology, University of Plymouth.**

- Received a Certificate of Exceptional Achievement after achieving over 70% on each of the six modules including Clinical, Social and Developmental Psychology, as well as Biological and Cognitive modules.
- Developed ability to format using American Psychological Society (APA) standard.

**2009-2016: The Ridgeway School & Sixth Form College.**

- A levels in Psychology (C), Sociology (B) and Creative Writing (C).
- 9 GCSEs with grades A-C, including English (B) and Maths (C).

**Memberships and Certifications**

- ICH-Good Clinical Practice Certification, Whitehall Training
- Accredited Researcher status within the United Kingdom governments Office for National Statistics (ONS).
- British Heart Foundation CPR trained (2022).

**Hobbies**

Keen traveller, with destinations including Cuba, Mexico, Italy, Greece, The Maldives, and Iceland. Collector of tropical plants.