**Request form to add an opportunity to the Current Opportunities in Research page on the McPin website**

**Guidance**

* Please answer the questions below so that we can have enough information to put your opportunity on our website
* If this is a participation opportunity, please could you provide us with your **ethics approval reference,** where applicable.
* Please send us any websites that we can link to, and any contact details that people might need.
* If there are any social media accounts or specific posts related to this opportunity, please include them in your email
* If there are any official logos or images (related to the study, the hosting university, funder, organisation etc) please attach this to your email in jpg or png format

Please note: we will use our discretion with regards to which opportunities we display on our website. We will base this decision on a number of factors, including whether the research aligns with our values as an organisation.

**Questions**

Please answer the following questions about your opportunity. This is the text that we will be using on the website (subject to edits which we will check with you), so make sure it uses plain English and includes all of the information anyone involved might need to know.

1. Is this opportunity involvement or participation in research? Please specific which.
2. Is it a job opportunity, open applications for study, or something else? If your opportunity is not listed here, please specify.
3. Brief summary of the research/opportunity (50-100 words):

**The following are the standard bullet pointed items that we aim to include in all of the opportunities on the website. Please give brief responses:**

3. Location:

*This may be online, phone, Zoom etc. Please specify, and include a link where applicable*

4. Person specification:

*This refers to inclusion/exclusion criteria. Please include an age range.*

5. Remuneration:

 *If payment is hourly, please indicate approximately how many hour’s work are expected*

6. Task:

*This refers to what the individual will be required to do*

7. Commitment:

*Please specify how long the individual will be required to be involved – this includes the length of meetings, any dates you might know that people need to commit to, or how long they might expect to be involved for (i.e. months/years)*

8. Deadline:

9. Contact email address, social media handle and/or phone number for those interested:

**Other Attachments**

If there are any official logos or images (related to the study, the hosting university, funder, organisation etc.) please attach this to your email in jpeg or png format.

**Further information**
Please return to contact@mcpin.org. In the subject line please write: “Request: Involvement opportunity for website”.