

Research Lead

Job Description and Person Specification



Job Title:	Research Lead
Reporting to:	Director of Communications and Campaigns
Based:	London – Angel, Islington (Currently home-based due to Covid)
Hours:	Full-time, 35 hours a week (flexible working would be considered)
Contract length:	12 months (with potential for extension)
Salary:	£46,253
Notice period:	2 months

Background

Young Women's Trust is seeking a highly motivated and experienced Research Lead to take forward exciting plans to establish the charity as a leading centre of expertise on young women's economic justice and to oversee our evaluation work.

With over a million young women facing a lifetime of disadvantage because they don't have a job or are in low paid, insecure work and many young women affected by the social and economic fallout of the coronavirus crisis, the need for our work couldn't be more important.

As our Research Lead you will lead on developing our new research centre which launches in April, aimed at ensuring the needs of young women on low or no pay are properly understood, and managing its ambitious programme of work.

With an intersectional focus at its heart, young women trained as peer researchers and an expert steering group, our new research centre will be carrying out, collaborating in and commissioning research to provide a greater understanding of the challenges faced by young women and to understand in their own words what young women believe is needed to bring about change.

We're therefore looking for an experienced researcher, who has strong research management experience, who can hit the ground running and who has the creativity, credibility and drive to help us transform the scale, nature and impact of our research – with young women integral to the process. Leading a small team and a network of peer researchers you will ensure our work enables us to effectively influence policy and practice. You'll also lead on our evaluation work across the charity, ensuring we evidence our organisational impact.

The successful candidate will be as comfortable developing research proposals and managing projects as they are running focus groups with young women, supporting peer researchers, undertaking and managing quantitative analysis, engaging with the research community and presenting findings to diverse audiences. As well as being a great researcher with strong management skills, we are looking for a great communicator, to ensure we produce research which is credible and engaging.

Young Women's Trust strives to be an inclusive and representative organisation. We welcome applications from everyone regardless of age, sex, gender identity, ethnicity, sexual orientation, faith or disability.

Overall purpose of the role

- Lead the development and management of our new research centre on young women's economic justice, ensuring we deliver an ambitious programme of work in line with strategic objectives.
- Lead on ensuring we are drawing on research and insight in all of our strategy development, decision making and activities at Young Women's Trust, coordinating cross-departmental working as required.
- Lead on evaluation and impact measurement across all teams at Young Women's Trust.
- Represent Young Women's Trust externally, to raise the profile of our research work, disseminate findings and promote innovative ways to involve young women in research.

Key activities

Research, strategy development and delivery

- Develop an engaging research strategy, ensuring both immediate and longer-term priorities are identified, and that the strategy is aligned with the overall organisational objectives.
- Develop proposals for specific research projects, ensuring that the themes align with the strategy, as well as ensuring current affairs and political climate are factored in as necessary.
- Continue the development of a participatory research approach with young women overseeing the recruitment, induction, training and management of peer researchers, and continuing to grow the programme.
- Ensure that peer researchers are at the heart of all research projects, including involvement in research design, delivery, analysis and presentation processes.
- Commission, manage and undertake qualitative and quantitative research, working with partners as necessary to ensure sufficient data is available.
- Set, monitor and report on budgets, key performance indicators and the annual work plan.
- Continue to develop and grow the video research library on the website, evolving it to be a go to resource for policy makers, funders and young women.
- Work with colleagues across the charity, to engage them in our work and to help secure funding and support.
- Ensure we are monitoring key statistical datasets, research findings and other public sources of information to support our policy, engagement and media work.

Reporting, evaluation and impact

- Lead on Young Women's Trust's evaluation activities across the charity, ensuring we are measuring and reporting on the impact of our work.
- Oversee the statistical analysis of all data, ensuring any reported findings are relevant and accurate and presented in a simple and impactful way.
- Produce published reports, working with colleagues and a designer as necessary, ensuring all reports are clear, accurate, on brand, and can be used to underpin the campaigning and influencing work of the organisation.
-

Building relationships, dissemination and influencing

- Identify opportunities to develop new partnerships to further our research priorities and intersectional approach to research.
- Build excellent relationships across the charity, ensuring we are drawing on research and insight in all of strategy development, decision-making and activities throughout the charity's work.
- Engage with external stakeholders and experts, including civil servants, researchers, academics, think tanks and third sector organisations, including establishing strategic allies for our new research and development plans.
- Build and maintain relationships with stakeholders to create and sustain networks that will inform and advance research findings. This includes leading the planning and arrangement of YWT research events.
- Represent YWT externally, including through the media and to researchers, funders and policymakers.
- Oversee the centre's steering group, including recruitment, induction and logistics of meetings, ensuring that clear terms of reference are in place and the group remains engaged and motivated.

Management

- Management of the research centre's programme of work, in collaboration with the Director of Communications and Campaigns.
- Line management of staff including a Research Officer, plus consultants and network of paid peer researchers.
- Project management of research programme and related projects.

Experience and knowledge required

- Proven track record of developing research strategies/programmes and undertaking, commissioning and managing qualitative and quantitative social research projects which have informed and influenced policy and practice development in England and Wales.
- Experience of successfully taking an intersectional approach to research.
- Experience of undertaking research interviews/organising or running focus groups.
- Experience of managing peer research and/or undertaking participatory research.
- Experience of analysing datasets, including familiarity with government/ONS datasets.
- Demonstrable knowledge of evaluation methods and analysis, and ability to lead our evaluation activities.
- Proven track record of developing research proposals and securing funding for them.
- Strong experience of writing and talking about research findings for non-academic audiences.
- Understanding of the issues facing young women in England and Wales, especially those furthest from power and influence, and the importance of achieving economic equality.
- Experience of using high quality research and evidence to shape campaigns/influencing work and bring about changes to policy and practice.
- Experience of building innovative partnerships to take forward research and dissemination of research findings.
- Excellent written and verbal communication skills including report writing, public speaking and presentations.
- Project and budget management experience and ability to deliver research projects on time and to budget.

- Ability to line manage staff.
- Experience of working in or with the charitable/not for profit/public sector or demonstrable understanding of how charities in the UK operate.

All staff members are expected to:

- Work at least part of the week in the London office (currently home working due to Covid-19)
- Engage with the charity's beneficiaries
- Contribute to the strategic development of the charity.