



JOB DESCRIPTION

Job Title: Research Officer

Department: Children's Services

Reports to: Programme Manager

Line Manager and Budgetary Responsibilities:

Direct reports: None

Indirect reports: None

Budget managed: N/A

Job Purpose:

To provide research and to present and develop findings and recommendations to support refugee integration in accordance with the aims and objectives of the service. (Specifics of Service attached as applicable).

Key working relationships:

Internal: Barnardo's Ubuntu Teams in Northern Ireland; Scotland and Hertfordshire

External: Statutory agencies, LA's, Community and Voluntary sector organisations working with families arrived to the UK seeking sanctuary.

Key Responsibilities:

- Assist in supporting the relevant Barnardo's Region/Nation Children's Services staff in delivering their service effectiveness and growth strategy through the provision of research, advice on evaluation and evidence-based practice, information and training.
- Translate qualitative and quantitative research into accessible briefings, deriving policy recommendations as appropriate.
- Keep informed of relevant policy and research developments
- Conduct and oversee research – including primary research and desk-based analysis – to support the delivery of Barnardo's UK and Barnardo's relevant Region/Nation campaigns and other influencing priorities.
- Assist in the development and delivery of a programme of research and development for the relevant Barnardo's Region/Nation.
- Produce written briefings and presentations and contribute to reports for publication.
- Contribute to the preparation and delivery of workshops, presentations and training events on policy and research topics, for internal and external audiences.
- Involve children, young people and families in research and policy consultations.
- Supervise junior research staff/students/interns as required.



- Establish effective contacts with and represent the relevant Barnardo's Region/Nation on national and local research and policy networks.
- Assist in the provision of advice and specialist research knowledge to relevant Barnardo's Region/Nation staff.
- Take a lead role on policy and influencing issues as agreed with line management.
- Prepare briefings on policy and research topics for internal and external audiences.
- Such other duties as may be required to fulfil the objectives of the role

Key Activities:

This Job Description and Person Specification reflect the duties of the post as they exist at this time and may be subject to changed based on the needs of the Department Programme. The post-holder may be required to undertake other duties commensurate with the salary and competence requirements of this post from time to time as required.

Pre-employment checks will be required for the role.



PERSON SPECIFICATION

All criteria are essential unless indicated as desirable (D).

Job Title: Research Officer

Please note: Applicants must demonstrate in their application form that they currently use the skills outlined below or have used them previously in employment, education, training, volunteering etc.

Education/Knowledge

- A 2.1 honours degree in a social science subject with a substantial research component
- Post-degree experience of research methods, ethics and carrying out social research or evaluation with children and families.
- High degree of ICT literacy
- Extensive knowledge of the policy framework and services for children and young people

Experience

- Experience of leading and conducting social research projects
- Experience of analysing and presenting research evidence
- Experience of policy analysis
- Specialist working knowledge in any of the following areas: Education, Poverty, Economics, Service Evaluations, Social Care or topics relevant to Barnardo's Child Care mission
- Experience of undertaking research on issues relevant to children and young people and applying this to practice or policy development
- Experience of working in a policy environment and/or contributing to policy development
- Experience of participating in inter-agency networks
- Experience of carrying out effective lobbying and campaigning

Skills/Abilities

- Able to communicate effectively with children, young people and families
- Able to supervise the work of others
- Able to analyse in a logical way identifying patterns and connections which are not immediately obvious
- Able to analyse and interpret data
- Able to sift out the essential elements from a mass of complex information, integrate and synthesise ideas and present information to others in an accessible way
- Able to think creatively, linking policy, practice and research and identifying risks and opportunities for Barnardo's
- Able to plan and deliver discrete projects, consulting with others and ensuring that products are delivered on time and to a high standard



- Good time management skills
- Commitment to working collaboratively, sharing information proactively and fostering good working relationships with colleagues, external services and networks

Circumstances

- Flexibility in working hours and location, as per contract of employment. Able to attend meetings and events outside of normal working hours if required and ability to travel to a number of locations.

Barnardo's Basis and Values, and Equality, Diversity & Inclusion (EDI) Code of Conduct

Actively demonstrate Barnardo's Basis and Values and EDI Code of Conduct in all areas of work:

- Respecting the unique worth of every person
- Encouraging people to fulfil their potential
- Working with hope
- Exercising responsible stewardship

Leadership and Management Behaviours

Act as a role model for the Barnardo's Leadership and Management behaviours:

- Driven to deliver
- Leading and engaging
- Strategic thinking

To be completed by the People Team / Pay and Reward Team

Job Title	Research Officer
Grade	D
Job Family	Enabling Services
Job Type	Established Professional
Compensation Region	Northern Ireland
Job Function (NI only)	