Recruitment Pack

## Our mission is to develop better-connected, stronger communities across the UK.

### Our approach

#### We understand

Working with local people, governments, businesses and policymakers, we develop original research to uncover insights, new evidence and data to support social innovation.

#### We involve

Actively involving people in research and innovation, we strengthen the relationships between communities and the organisations that influence their wellbeing.

#### We innovate

Creating initiatives that involve people from diverse sectors, we support game-changing ventures and incubate ground-breaking organisations, working to shape a fairer future.

**The Young Foundation** is the UK’s home for community research and social innovation. As a not-for-profit, we drive positive change and supporting collective action to improve people’s lives.​

Job advert

**Role:** Senior Research Manager

**Salary: £45,000-£52,000 per annum (depending on experience) pro-rata**

**Location:** Remote – UK based. Our offices are in east London but we welcome applicants from across the UK who do not wish to relocate. You should be willing to travel to our London office for team and project meetings up to six times per year (Covid permitting).

**Hours:** 4-5 days a week (flexible – minimum 28 hours/ week)

**Contract:** Permanent. Start date ASAP.

**Benefits**: 25 days annual, excluding bank holidays, and three days off between Christmas and New Year.

**About The Young Foundation**

The UK faces significant social, economic and environmental challenges, which demand urgent collective action.

Today, The Young Foundation’s mission is to develop better-connected communities and shape a fairer future. Together with individuals, organisations and policy-makers, we explore new ways to tackle the issues people tell us they care about.

We believe that stronger communities, where people have influence, will secure the greatest wellbeing in society. That’s why we work with local people; to understand the issues affecting them, involve them in research, and innovate with them to drive positive change.

**About the role**

We are seeking a Senior Research Manager who has the experience and expertise to manage teams and varied projects and programmes of work where required – from mixed-methods evaluations of innovative social programmes to participatory research on a range of community issues. You will be comfortable designing projects, writing proposals, and working closely with clients and funders. Your work delivers against a key aim for The Young Foundation, to generate insights that inspire support for social change and influence policy and practice.

Examples of projects you could work on over the first few months include:

1. Taking a key role in our work on an EU-funded project – Uplift - exploring how young people’s voices can be put at the centre of youth policy in areas of housing, education and employment. This will include overseeing stakeholder research and participatory activities with young people in Corby, as well as the creation of local data dashboards.
2. Mixed-methods research, exploring issues of diversity and inclusion, combining secondary data analysis, a survey, focus groups and stakeholder depth interviews.
3. Data-modelling to support place-based analysis. Recent projects by The Young Foundation include development of a Civic Strength Index for London and mapping ‘15-minute neighborhoods’ in Waltham Forest.
4. Leading on a range of ad-hoc evaluation and research projects, which could cover anything from homeless health programmes to peer research with families.

Please note that while the majority of our research is qualitative, for this role we are looking for a strong mixed-methods researcher or someone who has substantial experience of undertaking quantitative research. We increasingly carry out innovative analyses of unusual data sets or combine data sets in new ways (eg our Flipping the Coin research) and so we welcome applicants with an interest and skills in this area.

We also, increasingly, provide training and support to other organisations in the approaches of community research and engagement, so strong facilitation skills and experience in providing training are important.

We are looking for an individual who has the research skills and confidence to explore new methods, or to take a new approach to seemingly entrenched issues. Our work is collaborative and we will expect you to be a team player, helping support and develop more junior researchers, and supporting colleagues who are not research specialists. You will work closely with the heads of research, and with our Institute for Community Studies, to deliver a broad range of projects and raise our profile externally as producers of useful, innovative and creatively shared insights.

You will have strong commercial understanding and know how to deliver high-quality research to time and budget, as well as experience in writing proposals and responding to tenders. You will have experience in a fast-paced environment, and of working in a range of different contexts; this role encompasses projects with commercial clients, philanthropic funders, and as part of international research consortia.

The role would suit a motivated self-starter with a passion for the work we do, and a deep understanding of the issues we tackle. A strong conviction for the role that research and evaluation can play in influencing and shaping policy, practice and opportunities for change is essential. You will have a strong track record in producing high-quality, impactful publications, and a creative flair for communication.

**How to apply**

With reference to the job specification, please complete the attached form and return it to [applications@youngfoundation.org](mailto:applications@youngfoundation.org).

The closing date for applications is **9am on Monday 6 June 2022.**

The selection process will consist of a virtual interview and task. Shortlisted candidates will be informed by 7 June.

**Interviews will take place on 9 or 10 June via video-call.**

The Young Foundation is an equal opportunities employer and as part of our commitment to increasing the diversity of our team we actively encourage people from Black and Ethnic Minority or other under-represented groups to apply for this role. We positively encourage applications from suitably qualified and eligible candidates regardless of sex, race, disability, age, sexual orientation, gender reassignment, religion or belief, marital status, or pregnancy and maternity.

You must have the right to live and work in the UK. Applicants who require a work permit in order to take up employment will not be considered.

Upon submitting your application, you will receive an automated response to say we have received your application.

Please note that we review application after the closing date and we regret that we will only be able to reply and give feedback to short-listed applicants.

**Job description**

The Young Foundation is looking for a dynamic Senior Research Manager to take a key role in the delivery of our new research strategy. We are looking for someone who can shape and deliver cutting-edge research, make a substantial contribution to growing our research portfolio, and help to grow and develop the research team.

The Young Foundation has a long history of pioneering, radical research programmes, starting life as the Institute for Community Studies more than 60 years ago. Today, The Young Foundation is deepening and extending its research activities in support of community-led action and innovation, and integrating research more deeply into some of our practical work, which currently includes education, places, health and housing. We frequently work with colleagues in different teams, and with community/ peer researchers.

This is a key position, working closely with directors and heads across the organisation to deliver a broad range of research projects and raise our profile externally as producers of useful, innovative and creatively shared insights. The Young Foundation has a highly skilled research team with broad experience and specialisms including ethnographic, participatory, qualitative and mixed methods research. This is an exciting time to join our team, with major new programmes of work in the pipeline.

The Senior Research Manager will support the director of research by initiating and overseeing research and evaluation projects, ensuring the exceptional quality of publications and outputs for our partners and funders. There will be a key role to play in supporting and developing our growing team, as well as providing methodological expertise. Business development will also be a core part of the role, with opportunities to shape and design new projects that align with our strategy, as well as in response to requests from our partners and funders.

**Duties of the role**

1. Lead the delivery of multiple research and evaluation projects at any one time, managing junior researchers, associates and collaborating with other colleagues as appropriate
2. Ensure that projects are delivered on time, to budget, and to the highest standards
3. Provide methodological expertise to ensure that our research is robust and high-quality, while remaining at the cutting edge of new techniques and approaches
4. Produce (and support the production of) high-quality, creative and engaging research outputs
5. Manage and grow strong, collaborative relationships for The Young Foundation with partners (eg on international consortia projects), clients and funders
6. Contribute to growing our research portfolio through a) proactive identification of research opportunities aligned to our strategy, and b) writing proposals and creating budgets for relevant research opportunities, which are tendered by partners and clients
7. Line manage research officers, supporting the development of a motivated team and a culture of high performance
8. Lead on aspects of management to ensure a high functioning team, eg around ethical processes, GDPR etc.
9. Deputies for the director of researcher, as needed
10. Represent The Young Foundation to a wide range of external audiences, including speaking at conferences and events, and producing written blogs, articles, and other content under the guidance of our head of communications and external affairs

Please note, this role is likely to require regular travel within the UK (depending on public health guidance) and occasional overnight travel to Europe.