

Job Description

Job title: Early Intervention Research Officer

Contract: Permanent

Hours: Full time (35 hours per week)

Location: Central London

Salary: £26,582 - £29,535 (market supplement may be considered for exceptional candidates)

About the Early Intervention Foundation

The Early Intervention Foundation (EIF) is a young, dynamic and ambitious charity established in 2013 to champion and support the use of effective early intervention to improve the lives of children and young people at risk of experiencing negative outcomes.

As a member of the government's What Works Network, EIF has a pivotal role as the go-to source for evidence and advice on early intervention for children and young people. We have a responsibility to communicate 'what works' in a way that is robust and transparent in its use of evidence, and also relevant and accessible for national and local audiences, including policymakers, public service commissioners and managers, and frontline practitioners and service providers. Our work extends across a range of social policy and service areas, including health, education, families and policing.

Our work is delivered through an ongoing portfolio of projects. These projects are funded through grants and contracts with a range of organisations, including central government departments, local authorities, non-departmental bodies, research organisations and the voluntary sector.

We are a small charity with around 35 members of staff. To find out more about EIF visit our website at www.eif.org.uk.

Research and analysis

This post is an opportunity to join an organisation close to the heart of policy-making and practice across England. You will be an exceptional and committed individual looking for an opportunity to learn about policy and practice and support the improvement of outcomes for children, young people and families through the rigorous use of evidence.

Research Officers play a significant role in making this happen, through reviewing evidence on what works and developing resources to support the translation of this information to policy-makers, commissioners and practitioners. Research Officers are encouraged to gain experience of the wider policy and practice context of the Foundation, by attending seminars, briefings and other meetings in Government departments, local places, research organisations and think tanks.

About the role

The successful candidate will play a key role in supporting EIF's projects, contributing to a wide range of evidence generation and wider organisational activity. Research Officers therefore require a strong mix of research and broader professional skills.

One of the many Research Officer's responsibilities is to support our programme assessment activity. This involves conducting detailed analysis of the evaluation evidence underpinning programmes designed to improve outcomes for children, so that they can be included in the [EIF Guidebook](#). This work requires an aptitude and interest in engaging with material of a highly technical content, assessing it against EIF's standards of evidence, forming preliminary judgements on programmes' effectiveness and presenting findings to our panel of external experts.

Research Officers also work with colleagues across the organisation and external partners in wider research activity around early intervention and child development, using a variety of research methods, including desk-based research, rapid evidence reviews, systematic reviews, surveys, interviews and focus groups. They also support our work to change policy and practice by thinking through the implications of the evidence and helping translate it for different audiences. This includes helping to produce products based on the evidence, including policy briefings, commissioner guides, case studies, blogs, presentation slides and web content. Research Officers are also involved in helping to design, set up and run external events such as policy seminars, roundtables and conferences.

Research Officers are expected to contribute to the production of external outputs and so, strong drafting skills are important. Given the range of activities Research Officers participate in, the ability to work collaboratively and flexibly is crucial and on occasions we may ask Research Officers to take on additional responsibilities such as project managing small outputs or leading the scoping of projects.

We are looking for someone who is passionate and committed to early intervention for children and families, flexible and good at working in a team. The role requires creativity, an open and outward-facing perspective, an interest in current national and local policy relevant to early intervention and children, and some understanding of the various sector bodies, charities and public agencies with whom our work needs to resonate.

Essential characteristics

- Strong research skills with experience of a variety of research methods, including systematic reviews, rapid evidence reviews, surveys, interviews, focus groups and desk-based research
- Strong written and verbal communication skills, with experience and interest in communicating research to a variety of policy and practice audiences through reports, policy briefings and commissioner guides, case studies, blogs, presentation slides and web content
- Knowledge and experience of evaluation methodologies and techniques, including confidence in assessing and critically appraising the quality of highly technical impact evaluations such as randomised control trials
- Excellent project and time management skills and the ability to deliver high-quality work in a fast-paced environment
- Strong team working ethos, willing to support others and work collaboratively
- Self-motivated, flexible and able to work on own initiative
- Master's degree in social science, social policy, public health, health services or another

field with a significant quantitative component, or relevant experience equivalent to a Master's qualification

Desirable characteristics

- Knowledge and understanding of national policy context relating to children, families and early intervention
- Knowledge and understanding of local services for children and families, for example, in local authorities, the NHS, Education, Police or the voluntary sector
- Expertise in areas such as child development, parenting or children's mental health from fields such as psychology, neuroscience, education research, or intervention and prevention science
- Quantitative analysis skills, ideally including experience of using advanced analytical software such as R, Stata or SPSS
- Experience of carrying out applied research methods, including qualitative and quantitative approaches
- Experience of commissioning and managing research and analysis from external contractors

How to apply

- Please apply via our website (<https://www.eif.org.uk/about/jobs/>) with a copy of your CV and a short covering letter in one document.
- The deadline for applications is **10am, Monday 25 November 2019**. Interviews will be scheduled for the week commencing 9 December 2019. We regret to inform that we will only be able to contact shortlisted applicants.
- Please note that whilst we have current vacancies, we are also interested in hearing from candidates who may not be available to start immediately (for example, individuals who are studying and currently completing courses). If this is the case, please make it clear in your application.
- We are currently advertising a number of research roles. Please note that it is acceptable to apply for more than one if you wish to.
- As part of our commitment to flexible working we will consider a range of options for the successful applicant to fill the post. All options can be discussed at interview stage.
- Your personal data will be shared for the purposes of the recruitment exercise. This includes our HR team, interviewers (who may include other partners in the project and independent advisors), relevant team managers and our IT service provider if access to the data is necessary for performance of their roles. We do not share your data with other third parties, unless your application for employment is successful and we make you an offer of employment. We will then share your data with former employers to obtain references for you. We do not transfer your data outside the European Economic Area.
- The people we are looking for do not discriminate and we believe in being inclusive and giving everyone an equal chance to succeed. Applications are welcome from all regardless of age, sex, gender identity, disability, marriage or civil partnership, pregnancy and maternity, religion or belief, race, sexual orientation, transgender status or social economic background.