



VACANCY

Principal Research Fellow – Policy Research and Evaluation

We are recruiting to a key role of Principal Research Fellow for employment policy research, with a focus on adult working lives and high quality evaluation. This is an exciting opportunity to be at the forefront of social and economic research and help make a real difference to public policy and employer practice.

The Institute

The Institute for Employment Studies (IES) is a leading independent centre for research and evidence-based consultancy. We can provide you with an unparalleled opportunity to be involved at the forefront of social research to help improve public policy, employment and human resource management.

We work closely with government departments, agencies, professional bodies and employers, with an emphasis on applied research and related consultancy. This ranges from major empirical investigations, through focused policy or HR management evaluations to advice on policy formation and implementation. Projects and assignments may last from a few weeks to major research programmes spanning several years.

We are a registered charity, with around 50 multidisciplinary staff plus UK and international associates. Our values infuse our work. We strive for excellence, to be collaborative, and to bring curiosity to what we do. We work with integrity and treat people respectfully and with compassion. For more information on the work that we do and clients we work with, please visit <https://www.employment-studies.co.uk/>.

The role

We are recruiting for a new Principal Research Fellow within our employment policy research team, with a specific focus on issues related to adult working lives which can be influenced and affected by decisions and experiences relating to parenting and caring, returner support models, unemployment, inactivity and health, as well as planning for retirement.

This is a key, senior role within IES: leading on design and delivery of mixed methods research and evaluation; building profile on topics such as longer working lives, parenting, caring and work, and disparities in employment for different groups; being at the heart of

new business development on these themes through proactive and responsive bids; and contributing to the overall management of the Institute.

The role has a particular focus on mixed methods research and evaluation with capabilities to motivate teams of researchers to lead large and medium scale policy projects to a high-quality standard, synthesising the evidence to draw robust and actionable recommendations to improve policy.

In particular, the role involves:

- Contributing to the Institute's work across multiple employment policy topics, including business planning and delivering aspects of the Institute's annual business plan;
- Developing and maintaining effective links with existing and potential clients and partners, monitoring market trends, ensuring IES is invited to tender and respond to appropriate work opportunities as well as proactively suggesting new lines of work for us;
- Working with colleagues across the Institute to identify and secure new opportunities and funding for applied research projects, typically from funders in local and central government, charitable trusts and foundations.
- Developing and preparing project proposals and research designs to generate significant income for self and others;
- Managing and directing significant projects with minimal support to a high standard, including working with clients to implement agreed project plans to IES standards and the client's satisfaction;
- Demonstrating a significant external profile, regularly disseminating to, and advising, IES clients and others; and
- Contributing to the management of IES – including through membership of a wider organisational management group and through supporting the development of early careers researchers.
- Quality assuring and peer reviewing key analytical outputs, ensuring that these are presented in the most accessible, non-technical, comprehensive and engaging way for non-expert audiences.
- Supporting and promoting evidence-based policy and practice and our mission of achieving sustainable improvements in public policy and HR management – including through presentations and events, public platforms and written outputs.

What we are looking for

The successful candidate will be a highly skilled mixed methods researcher, with a strong understanding of high quality and robust research methods and a track record of using these to design, lead and deliver exploratory research, and formative and summative evaluations to a high standard. In addition, successful candidates will possess the following:

- Experience of designing and leading projects that use conceptual frameworks and/or theory of change, ideally in an applied research environment, and delivering projects to high standards, on time and on budget
- The skills and expertise to develop new project ideas, identify and secure funding, and successfully bid for commissioned research responding to tenders as well as developing proactive proposals to fill gaps in evidence.
- Extensive experience of successfully applying a range of existing research techniques and experience of developing new areas of research expertise in public employment policy;
- Experience in managing and supporting the professional development of early careers researchers with capability to support their development of research and project management skills.
- Exceptional self-organisational and presentational skills, with the ability to lead projects and to work well with clients and as part of a team.
- Excellent written and verbal communication skills, with the ability to convey complex concepts and findings accessibly to a variety of different audiences, including policymakers, the media and the wider public.
- A thorough understanding of UK employment and social policy and related research evidence, and an appetite to make a difference to public policy and workplace practice.
- Excellent academic qualifications in social sciences or related field (preferably at Masters level or higher).

What we can offer you

Comprehensive financial and non-financial rewards and benefits

Salary will be within a range of £54,700-£62,800. The starting salary will depend on the expertise and experience that the successful candidate brings to the job.

In addition, we offer:

- A contributory career-average defined benefit pension scheme (USS), to which IES pays a monthly contribution of 21.6 per cent of basic salary and you pay 9.8 per cent.
- 27 days' holiday per year for full-time staff, plus bank holidays and four Institute closure days. An additional two days annual leave are awarded after five years' service.
- An employee assistance programme and occupational health support.
- Support to disseminate your research, build your external reputation and expand your knowledge through working with our expert staff.
- Flexible working arrangements that can be agreed to help you balance work commitments with your life outside of it.

- An annual salary supplement scheme, where half of any financial surplus generated by the Institute is shared equally between all staff.
- If required, a contribution towards costs of relocation can also be considered.

IES is based in Brighton. However most of our colleagues work in a hybrid way and we are happy to consider applications from elsewhere in the UK provided you can attend regular team events.

We support flexible working, and so would be happy to consider applications from candidates seeking to work flexibly or part-time.

The Institute for Employment Studies is a registered charity (no. 258390). IES seeks to be an equal opportunities employer.

Our research and practice are guided by our values and our staff act in accordance with these. Our values centre on: respecting others, acting with integrity, collaboration, curiosity, excellence and compassion.

How to apply

Please send your CV, with a covering letter that sets out your interest in the post and the work IES covers and details:

- Your experience in using quantitative AND/OR qualitative research methods.
- Project management and direction (include scale and types of projects managed and size of project teams).
- Developing research proposals and/or securing external funding (state name of funder, value of each project won and role in proposal writing).
- Line management and/or experience of supporting staff development.
- Achieving impact through dissemination.

Please also complete an equal opportunities monitoring form which can be downloaded from the vacancy page of the IES website, found here: <http://www.employment-studies.co.uk/vacancies/>. Please return your completed application to: careers@employment-studies.co.uk or post to Careers, IES, City Gate, 185 Dyke Road, Brighton BN3 1TL (Telephone: 01273 763456)

Closing date for applications: **Monday 26 June 2023, midday**

If you wish to have an informal discussion about this post prior to submitting your application please contact Becci Newton, Director of Public Policy and Research on Becci.newton@employment-studies.co.uk.

The Institute for Employment Studies is actively seeking to improve the diversity of our workforce and welcomes applications from all under-represented communities and groups. We are particularly keen to attract ethnic minority candidates given their under-representation within economics and policy making sector. We are a Disability Confident Employer and are

happy to make reasonable adjustments to accommodate the individual requirements of candidates with disabilities.

The Institute for Employment Studies encourages career development at all ages. Join us and work for an employer that values your experience. #AgeFriendlyEmployer

We are committed to supporting our staff at every stage of their career. That's why we have signed up to the Menopause Workplace Pledge. Find out more about this campaign from the charity [Wellbeing of Women](#).

