

JOB DESCRIPTION			
Job title	Senior Researcher	Department	Ada Lovelace Institute
Job holder	Vacant	Reports to	Associate Director, Policy
Job type	Permanent	Date created/amended	September 2021
Job aim	To lead a substantive research programme at the Ada Lovelace Institute, initially to research and influencing on public sector algorithms, to support its mission to ensure data and AI work of people and society. To manage project on predictive analytics in local government decision-making, and transparency mechanisms, as well as scope and develop future projects as part of that programme.		
Key responsibilities: Including but not limited to			
1. Strategic development and research management			
	<ul style="list-style-type: none"> ▪ Develop and lead research projects and develop practice and policy interventions. ▪ Conduct research, analysis and translation for public sector audiences. ▪ Identify interventions, recommendations and opportunities to mobilise Ada's research around current policy priorities. ▪ Oversee the work of junior researchers, external collaborators, and consultants ▪ Identify and manage partnerships and coalitions with civil society organisations, academic bodies, government agencies, and industry. ▪ Evaluate success of influencing and identify lessons for strategy development and wider team. 		
2. Building domain expertise			
	<ul style="list-style-type: none"> • Lead the Ada programme 'public sector data and algorithms', developing expertise and relationships on the use of algorithmic decision-making in the public sector • Manage research projects from conception to influencing. This will include occasional responsive or short-term work as well as multi-year projects. • To build and maintain relationships with key decision makers, public sector bodies, academics, third sector and industry. • To connect across the organisation, identifying links in particular with programmes on the Future of Regulation and Ethics and Accountability in Practice • To participate/lead on relevant public-sector-facing work, ensuring sociotechnical and public perspectives are used to shape policy and practice at an early stage. • To take responsibility to delivering a major ethnographic study of local authority use of predictive analytics, and develop follow-up research, communications and networks to support good practice across the sector. 		
3. Communications			
	<ul style="list-style-type: none"> ▪ Draft and edit papers, briefings, reports, blogs and other resources for different audiences, including local governance, regulators, policy and research experts. 		

	<ul style="list-style-type: none"> Work with the comms and content team to define communications strategy for key priorities, and see outputs through from inception to publication Exercise thought leadership and speak publicly on behalf of Ada in private and public forums.
4. Strategic engagement and networking	
	<ul style="list-style-type: none"> Building trusted relationships with relevant public sector organisations, research partners, academia and industry in the UK and internationally. Conceptualise, facilitate and attend meetings, workshops and events with a view to raising the profile of Ada's research and achieving strategic impact Sit on advisory groups, attend and contribute at standing meetings on behalf of Ada Identify and develop strategic working relationships with organisations and individuals relevant to the work of the Institute Organise and effectively deliver a range of engagement activities
5. Resource and people management	
	<ul style="list-style-type: none"> Project manage other members of the team working across assigned substantive domains, including members of the Senior Leadership Team and Researchers working on projects falling within the Senior Researcher's remit Line management of up to two officers or consultants. In collaboration with the Senior Leadership Team, shepherd and execute funding and partnership agreements with external partners

Person specification	Essential (E) or Desirable (D)
Role Related Skills and Experience	
Experience of research, analysis or influencing and excellent drafting skills	E
Experience working on issues of data and AI policy and/or its impact on society	E
Excellent editorial, synthesis and analysis skills	E
Experience working on public sector use of data, algorithms and AI	HD
Experience working in the public sector or experience seeking to influence public sector practice, policy or law (from industry, charitable or civil society organisations, international non-governmental organisations (NGOs), think tanks or learned societies).	D
Experience of doing policy or legal analysis, fieldwork, research or data collection, or service delivery at the intersection of technology and society	D

A relevant degree in policy, politics, economics, public administration, law, sociology, technology or adjacent fields; or substantial relevant professional experience.	E
Leadership and People Management	
Ability to work with a diverse range of stakeholders	E
Excellent project management and resourcing skills	E
Ability to produce and execute an ambitious but achievable agenda with high impact	E
Capacity to manage people, relationships and networks efficiently and with care	E
Experience in setting up collaborations involving multiple stakeholders	D
Experience with project or advocacy planning and coordination	D
Personal Qualities	
A willingness to continually learn and immerse oneself in the issues raised by the use of data and AI	E
A keen and demonstrable interest in issues of social, public and tech policy; AI and data ethics; responsible research and innovation; and wider tech policy issues	E
A commitment to equity, diversity and inclusion; a commitment to social and racial justice	E
Strategic and tactical thinking, with a good antenna for impact, able to spot opportunities, gaps and positioning, weighing short-term and long-term ambitions for the organisation	E
Flexible and creative, able to think outside the box	E
A collaborative approach to research and thinking, and a good team player	E
A supportive people manager and teammate	E
Demonstrates the ability to communicate complex research topics clearly to a variety of different audiences	E