



JOB DESCRIPTION			
Job title	Visiting Senior Researcher, Gender & AI	Department	Ada Lovelace Institute
Job holder	Vacant	Reports to	Senior Researcher, Public Sector Use of Data and Algorithms (with oversight from Associate Director, Research Partnerships)
Job type	Fixed term, 24 months	Date created	March 2022
Job aim	To be the lead researcher on a project exploring the impacts of AI systems on gender representation, categorisation and discrimination in the UK public sector.		
Key responsibilities: Including but not limited to			

1. Research, analysis and recommendation development	
	<ul style="list-style-type: none"> ▪ Complete and publish a 6-month literature review exploring the landscape of research around gender, intersectionality and the development of algorithmic systems in the public sector, specifically focused on the UK's Public Sector Equality Duty, and to be published on the Ada Lovelace Institute website ▪ Based on the results of the literature review, develop and undertake an 18-month research project exploring how gender bias and discrimination may arise in public-sector contexts, and how it can be mitigated. ▪ Use a range of research methodologies that can address your research questions, such as those drawn from social and political sciences, journalistic practices, or more technical fields and disciplines. ▪ Identify and engage with key stakeholders and experts in the field to seek their guidance and feedback throughout all stages of the project ▪ Create a budget, resource plan and roadmap for the literature review and research project. ▪ Where possible, co-develop recommendations for governments and industry on actions they can take to translate the findings of your research into practice.
2. Writing and communications	

	<ul style="list-style-type: none"> ▪ To lead and collaborate with external stakeholders to produce project outputs based on emerging evidence. ▪ Responsibility for early authorship of work, ongoing drafting and editing of the two outputs, blogs, media comments and other resources. ▪ With support from colleagues, to undertake occasional public speaking and drafting of media comments. ▪ Co-developing and organisation of workshops and/or events in order to raise the profile of Ada’s research on gender and AI. ▪ Engage with and collaborate on other research projects across the Institute, particularly those relating to the Public Sector Use of Data & Algorithms programme.
3. Impact	
	<ul style="list-style-type: none"> ▪ Identify opportunities for impact in the UK and internationally with different stakeholders, including but not limited to policy and regulators, industry practitioners, AI/ML researchers, public-sector organisations, hardware and software developers, and others. ▪ Craft an impact and dissemination plan that identifies key stakeholders and opportunities to influence their policy and practice. For more information on how Ada thinks about impact, see page 21 of our 2021-2024 strategy. ▪ Inform and feed into Ada’s longer-term strategy to develop and test methods for ensuring more accountable and ethical AI and data practices.
4. Other	
	<ul style="list-style-type: none"> ▪ The above list of key responsibilities (and associated activities) is not exhaustive. It may be necessary to carry out other work within the scope of the role, as reasonably requested, including supporting other researchers

Person specification	Essential (E), Highly Desirable (HD) or Desirable (D)
Experience	
Experience with social research techniques (whether through experience or academic training), and excellent editorial, synthesis and analysis skills	E
Significant experience working in a public, academic or industry environment, such as international organisations, government agencies, think tanks or learned societies; or experience in tech companies or consultancies	HD
Experience of writing on complex topics for different audiences	HD
Experience in setting up research collaborations involving multiple stakeholders	D
Experience with research planning and coordination	D
Experience writing and drafting literature reviews on complex and interdisciplinary topics.	HD
Knowledge and Skills	
Ability to lead and execute a multidisciplinary research project with high impact	E
A keen and demonstrable interest in issues of AI and data ethics, gender and intersectionality, responsible research and innovation and wider policy	E
Interest or knowledge of the gender bias in algorithmic systems	HD
Ability to work with a diverse range of stakeholders	E
Ability to organise workshops/events	E
Excellent project management skills	E
Personal Qualities	
A commitment to equality, diversity and inclusion	E
Flexible and creative, able to think outside the box	E
A collaborative approach to research and thinking	E



Ability to work with some level of autonomy and 'manage up' by working independently and in close communication with other team members	E
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What is expected of applicants in this role

Successful applicants will be expected to produce two major outputs from this role:

1. A literature review exploring the landscape of research around gender, intersectionality and the development of algorithmic systems in the public sector, to be published on the Ada Lovelace Institute website (expected to take up the first 6 months of the role).
2. Building from this literature review, the researcher will design and drive their own ~18-month research project in partnership with our Senior Researcher on Public Sector Use of Data & Algorithms that seeks to inform public and private-sector practices around the design, deployment and procurement of algorithmic systems. The scope, method and output of this project can be agreed by the applicant, the Senior Researcher and Ada's Senior Leadership Team, and could address emerging policy domains like the UK's Public Sector Equality Duty. This project can take the form of one or a combination of different outputs, including:
 - a. A piece of qualitative or quantitative research published as a report.
 - b. A series of events and workshops engaging key stakeholders.
 - c. A public-engagement exercise with members of the public.
 - d. The development of a tool or method for evaluating impacts on gender, race and other characteristics.
 - e. A case study attempting to test a particular practice or tool in a particular context.
 - f. The development and curation of a community of practice.
 - g. Another form proposed by the applicant.

In addition to these two outputs, this role will be responsible for communication strategies for outputs, and conceptualising, facilitating and attending meetings, workshops and events with a view to achieving strategic impact with key stakeholders.

Successful applicants should expect to work closely on this project with the wider Ada team and the Public Sector Use of Data & Algorithms programme. To date, Ada's methodologies include the use of working groups and expert convenings, public deliberation initiatives, desk-based research and synthesis, policy and legal analysis and translation, and ethnographic research. We welcome new kinds of expertise and methodologies into our team.

The Visiting Senior Researcher is expected to produce and execute a novel, achievable and high-impact research agenda, with generalisable findings that have international reach beyond the UK. As an independent, policy and practice-facing research institute, we prioritise outputs that are aimed at engaging different audiences for specific purposes. We do not produce exclusively academic publications, so the successful applicant will need to marry technical credibility with framing compelling arguments.

A day in the life of a Visiting Senior Researcher at Ada

You will start your day whenever you like – most of the team are online by 9.30am, but some prefer to start early and finish early, or have a later day. We do not believe in strict adherence to working hours and prioritise productivity over clock-watching. We generally start the day by checking in on Microsoft Teams and letting our colleagues know what the day ahead holds.



Every day will be different, and you will probably spend about half of your day in meetings or on calls – doing outreach and sharing information with stakeholders such as DCMS, peer organisations like Algorithm Watch, or academics and researchers; coordinating external consultants, commissioned researchers or working groups; interviewing data scientists or policy people for research, or speaking to the occasional journalist.

You will find team updates and chats on our Teams Channels, and meeting notes and how-to guides in our Notion page. Depending on the day, you might join a team-wide meeting to hear project updates or discuss organisational policies. Also depending on the day, you might have a regular 1:1 meeting with your manager to check in on your wellbeing, raise any challenges or obstacles with your project, and discuss career advancement and growth opportunities. You'll have regular interactions with our Comms team, keeping them abreast of work underway, collaborating on influencing strategy for a forthcoming output, or working together on an output.

The other half of your day you'll spend reading and writing. It might be that you're undertaking in-depth research on a topic, co-facilitating a public deliberation on acceptable use of data, editing a draft, or undertaking some responsive commentary. You might have projects that are highly outward-facing, convening experts around project, or you might have a week offline to write a report. You'll spend some time reading recent news articles, dipping into Twitter and catching up on important policy literature and commentary in our field.

You might wrap up the day by doing some thinking about new initiatives Ada should engage with, new projects Ada should conceive, or some writing based on your findings that week.