

JOB DESCRIPTION			
Job title	Researcher	Department	Nuffield Family Justice Observatory
Job holder	Vacant	Reports to	Head of Research and Data
Job type	Permanent, Full Time	Updated	December 2024
Job aim	To carry out relevant research and information gathering, analysing data, summarising evidence, drafting and editing papers and reports, and building networks for the Nuffield Family Justice Observatory (NFJO).		
Resources	n/a		
Responsibilities (including but not limited to):			
1.	Research		
	<ul style="list-style-type: none">▪ Design and conduct research using appropriate analytical methods on a range of topics relating to children’s social care and family justice▪ Undertake fast-paced and responsive data analysis▪ Work with large administrative family justice datasets▪ Conduct rapid literature reviews on a range of topics relating to family justice (including social care, public and private law and the family courts).▪ Undertake evidence reviews, synthesising research evidence accurately, concisely and clearly.		
2.	Report writing and communications		
	<ul style="list-style-type: none">▪ Draft and edit briefing papers and reports, ensuring their accuracy and fitness-for-purpose▪ Help to prepare other communication material including infographics and maintaining our data tracker▪ Present the findings of research and data analysis in a non-technical way to a range of professional audiences▪ Work closely with colleagues in the Nuffield Family Justice Observatory to ensure the accuracy of the information that the NFJO communicates to its audiences		
3.	Project management and coordination		
	<ul style="list-style-type: none">▪ Provide support with project coordination and management▪ Help to identify partners (such as academic experts) or support where necessary.		

4.	External relations and engagement
	<ul style="list-style-type: none"> ▪ Keep up-to-date with developments relating to the work of the Nuffield Family Justice Observatory by attending meetings and events and helping to organise events on behalf of the NFJO. ▪ Develop working relationships or networks with organisations and individuals ▪ Monitoring and keep abreast of academic research in family justice and children's social care
Other	
	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.

Person specification	Essential (E); Desirable (D) or Highly Desirable (HD)
Experience	
Experience of a range of social research techniques (whether through experience or academic training), especially evidence review	E
Experience of quantitative data analysis and of cleaning and managing large datasets	E
Experience of coordinating and managing projects	E
Some experience of working on issues related to families and children	HD
Experience of writing on complex topics for a general audience	HD
Experience of presenting research findings to a non-academic audience	HD
Experience in setting up research collaborations involving multiple stakeholders	D
Experience with research planning and coordination, working with committees or working groups	D
Knowledge and Skills	
A good relevant first degree, and preferably a Masters, in either a social science, humanities subject, philosophy, or law	E
Ability to use a range of research techniques to a high standard	E
Knowledge of how to undertake data analysis (using R, Stata, Markdown, Python, SQL or similar)	E
Knowledge of data visualisation techniques	HD
Ability to work with a diverse range of stakeholders	E
Evidence synthesis and analysis skills	E
Drafting and editorial skills	E
Personal Qualities	
Flexible in approach	E
A collaborative approach to research and thinking, and a good team player	E
The ability to communicate research and data clearly	E