

JOB DESCRIPTION			
Job title	Senior Researcher and Writer - Youth Transitions	Department	Strategy and Engagement
Job holder	Vacant	Reports to	Strategic Projects Lead
Job type	Part time (0.5 FTE / 17.5 hours per week). Fixed term until March 31 st 2026	Date created	January 2025
Job aim	<p>The Nuffield Foundation is carrying out a new project <i>Grown Up? Journeys to Adulthood</i> to explore the issues that young people today are facing in navigating transitions. The project identifies how research, policy and practice can respond to support young people and will inform the future focus of the Nuffield Foundation.</p> <p>The project will:</p> <ul style="list-style-type: none">• Illuminate and update understandings of how today's young people navigate transitions to adulthood, including the barriers and opportunities they may face;• Collaborate with others to reframe the public debate and inform policy development and practice; and• Identify gaps in knowledge and practice to shape a future call for research applications, innovative practice, interventions, and synthesis. <p>Three types of outputs are planned and underway: i) quantitative data stories and reports; ii) think pieces and iii) youth engagement outputs. A final output is also planned.</p> <p>The project focuses on three interlinked topics which relate to youth transitions: education to work, digital lives and mental health. As a cross-organisational project, we are working with our Centres, in particular the Nuffield Family Justice Observatory and the Ada Lovelace Institute.</p>		
Responsibilities include:			
1. Oversee outputs			
	<ul style="list-style-type: none">• Oversee the programme of outputs, liaising with the Strategic Project Lead and the Foundation's engagement team (communications and public affairs).• Identify and commission potential authors and manage the relationships with senior internal and external contributors to deliver outputs, including shaping the content, commenting and editing (this will include Nuffield Foundation Programme Heads and senior external experts).		

2. Deliver outputs	
	<ul style="list-style-type: none"> • Produce and write outputs which include quantitative data stories and accessible written materials • Manage, edit and contribute to outputs
3. Youth engagement	
	<ul style="list-style-type: none"> • Liaison with external partner who are delivering our youth engagement strand of the project; specifically, this involves: • Attending Youth Insight Group (YIG) meetings and Deep Dive workshops • Sharing insights from the data stories at those meetings and reflecting feedback in the outputs
4. Communications and engagement	
	<ul style="list-style-type: none"> • Work with Communications and Public Affairs colleagues to shape outputs and content • Communicate and present findings to different audiences. This might include helping to set up panels/events and working with comms on editorial outputs.
4. Project support and collaboration	
	<ul style="list-style-type: none"> • Contribute to the ideas and intellectual content of the overall Grown Up? project • Support the Project Manager with preparing regular meetings, for e.g. Steering Group and Expert Advisory Group meetings.
5. 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.

Person specification	Essential (E), Highly Desirable (HD), Desirable (D)
Experience of:	
Understanding and critiquing data and quantitative analysis outputs.	E
Writing a range of authoritative and accessible reports and outputs	E
Commissioning a range of outputs	E
Managing multi-stakeholder projects	HD
Managing and communicating with different stakeholders and audiences.	E
Experience of drawing policy implications from research findings	E
Assessing impact	D
Research or practice in one or more of the following areas: education, employment, mental health, AI and technology, care experienced young people, youth services.	HD
Knowledge and Skills	
Strong analytic skills, including not only understanding research design strengths and weaknesses but also analytic use of evidence in framing a debate, and developing or assessing policy options	E
Degree (or equivalent training/experience) ideally gained in a subject with a strong research methods component, including quantitative research skills	E
Excellent written communication skills, and the ability to write clearly and accurately for different audiences (eg policy makers, practitioners, researchers)	E
Strong narrative skills	D
Proven project management skills	E
Digital visualisation skills	HD
Strong collaboration skills. Ability to work across a number of teams within the organisation	E
Strong verbal communication skills, the ability to present confidently in meetings, workshops and events.	E

Workshop facilitation skills	HD
Personal Qualities	
Flexible and collaborative in working with a wide range of colleagues	E
Ability to quickly build positive working relationships with a wide range of stakeholders	E
Autonomous and proactive style	HD