**Job Description: Researcher**

**Main responsibilities**

* To provide research support to the Police Foundation’s senior staff, contributing to research aimed at improving police policy and practice and reducing crime.
* To contribute to disseminating the findings of the Police Foundation’s research projects through the writing of reports, briefings, articles and blogs.
* To provide on-going administrative support to the Police Foundation’s events programme, including securing venues, liaising with speakers, recruiting audiences and helping to manage events on the day.
* To work with key stakeholders, including representatives of the police, local government and the private sector.
* To work with colleagues to identify and capitalise on opportunities to develop new project proposals.
* To carry out other project-related tasks and to contribute to the broader work of the Police Foundation, as requested by the organisation’s Director.
* To contribute intellectually to the Police Foundation’s research agenda.

**Person Specification**

*Essential*

* Postgraduate qualification or equivalent research experience in a professional role with an understanding of social science research methods.
* Experience of analysing quantitative and qualitative data.
* An ability to write clearly to communicate complex arguments to diverse audiences.
* Excellent communication and interpersonal skills, including the ability to work collaboratively with stakeholders from a range of backgrounds.
* Organisational and time management skills and an ability to work independently and to deliver high quality work within demanding timescales.
* Ability to work flexibly and collaboratively within a small, multi-disciplinary team.
* It is anticipated there will be requirement for travel to various parts of the UK and therefore a willingness to travel when required is essential.

*Desirable*

* Interest in and substantive awareness of current policy developments in policing and crime reduction.
* Experience of using analytical software packages including NVIVO, SPSS and Excel.
* Experience of developing new projects and writing funding proposals.
* Experience of using social media platforms in a professional capacity.