



Candidate Information

Position:	Research Fellow (Assistant Survey Manager)
School/Department:	School of Social Sciences, Education and Social Work
Reference:	24/111564
Closing Date:	Monday 12 February 2024
Salary:	£37,841 - £45,148 per annum
Anticipated Interview Date:	Tuesday 27 February 2024
Duration:	This post is available on a fixed term contract for 12 months.

JOB PURPOSE:

To be an active member of the ARK team (www.ark.ac.uk), working with colleagues across Queen's University Belfast and Ulster University, contributing to ARK's three public attitudes surveys, and carrying out other research activities and projects as required.

MAJOR DUTIES:

1. Work with the ARK Survey Manager on all aspects of ARK's surveys of young people (Young Life & Times) and children (Kids' Life & Times).
2. Contribute to the work of the ARK survey team across each of ARK's three surveys (Northern Ireland Life & Times, Young Life & Times, and Kids' Life & Times).
3. Undertake analysis of quantitative data.
4. Contribute to papers suitable for a range of audiences, for example, ARK Policy Briefs and Research Updates, and other plain language summaries.
5. Publicise the ARK surveys and data among academic, statutory, media and other stakeholders, using a range of mechanisms.
6. Prepare material for publication in national and international journals, presentations at international conferences, press releases and social media sites.
7. Organise internal and external meetings and events including venue bookings, and circulation of associated documentation.
8. Carry out routine administrative tasks associated with ARK.
9. Undertake ad-hoc research projects.
10. Other specific duties as allocated by the Principal Investigators of the project.

ESSENTIAL CRITERIA:

1. Have or be about to obtain a doctorate/PhD in a relevant social science discipline.
2. Substantial relevant research experience in quantitative methods.
3. Experience of all stages of survey development.
4. Demonstrable experience in using statistical packages, such as SPSS or STATA, for a range of multivariate tests including regression analysis.
5. Demonstrable experience of report writing or making significant contribution to report writing, including the presentation of survey data.
6. Experience of coordinating broader management and administrative processes.
7. Experience of linking with external colleagues and other stakeholders, and contributing to networks.
8. Willingness to undertake additional training in statistics/research methods and other related skills as required.
9. Ability to communicate complex information clearly.
10. Evidence of a high standard of report writing skills.
11. Ability to assess and organise resources.
12. Evidence of being able to work flexibly and to meet deadlines.
13. Ability to work efficiently both as a team member and independently.
14. Willingness to travel as required.

DESIRABLE CRITERIA:

1. Experience of qualitative data analysis.
2. Experience of maintaining websites using content management systems.
3. Experience of developing and maintaining workplace social media accounts.
4. Experience of successfully organising events.
5. A publication record commensurate with stage of career.
6. Demonstrable experience of disseminating research outputs to a range of academic and non-academic audiences.
7. Experience in interdisciplinary research.