



Job Description

Junior Researcher or Researcher

September 2024



TSIP

THE
SOCIAL
INNOVATION
PARTNERSHIP

Researcher / Junior Researcher



Key information

- Permanent role, part-time or full-time
- Recruitment process consists of an application form, one online interview and the possibility of additional follow-up conversations
- Salary range: £26,520-£31,000 depending on experience

About Renaisi-TSIP

Renaisi-TSIP is a social impact consultancy focussing on place-based and systemic change.

We are on a mission to challenge the root causes of economic and social exclusion to strengthen communities across the UK. We are leaders in place-based change and experts in using learning to drive change and understand the intersecting and complex nature of social challenges.

We support change by:

- Encouraging place-based organisations and practitioners to strengthen their approaches
- Enabling organisations – from community groups and charities to local authorities – to understand and improve their impact.
- Supporting funders to learn about the value and role of their investments

We truly care about making big ideas accessible. Not only do we help others to improve their work – we are equally dedicated to bringing about change ourselves.

Locking people out of society leads to poverty, poor health and wellbeing – and the cost is economic, as well as social. We aim to:

- **Enable** social and private sector organisations to tackle socio-economic exclusion.
- **Challenge** the systems that perpetuate and entrench socio-economic exclusion and marginalisation.
- **Interrogate** our own role in preventing change and perpetuating harmful systems.

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Why join us?

Renaisi-TSIP has a clear social purpose and we're proud of the impact and change we have fostered, locally and nationally as leaders in place-based change. We are committed to creating the conditions for communities to thrive.

It's an exciting time to join us. We are pushing boldly into a new strategic direction that will challenge us and our stakeholders.

We have recently partnered with The Social Innovation Partnership (TSIP) and The Social Investment Consultancy (TSIC), as a group of social impact consultancies working in the UK, with shared goals, values and ambitions. Together we are building a long-term strategy to strengthen the social impact sector. You would be part of that journey as well as working on a range of projects with our partners and clients at Renaisi-TSIP.

Our values reflect how we behave and our work. We **value strengths**, and we **make time** to understand and hear people. When it comes to taking responsibility for our work and our mission, we **own it**, and we **are curious** about people, learning, and the issues we work on.

Renaisi-TSIP does not discriminate on the basis of race, religion, gender, age, disability, or any other protected characteristic. We support workplace diversity and are working hard to increase diversity in our team and encourage you to be part of it. We are committed to making our roles and culture inclusive. We can make reasonable adjustments throughout the application process and on the job.

If you have access needs, get in touch and let us know the requirements you have.

Joining the Consultancy Team

We're looking for a Junior Researcher or Researcher to join our Consultancy Team.

We will offer you varied experience and the opportunity to try out lots of different areas of work – a great opportunity to gain a valuable skill set in research and evaluation as well as build your knowledge of the non-profit and public sector.

Our work

Our Consultancy Team has an excellent reputation in the social sector. The projects we deliver are diverse in their size and scale, but fall into three main categories:

- **Mixed methods evaluation:** supporting organisations to help them understand their impact and assess where value is created. We are also experienced in more developmental approaches to evaluation, helping organisations learn and adapt in real time.
- **Social research:** exploring social issues affecting people and communities in greater depth.
- **Learning partnerships:** supporting organisations with a more structural learning approach tailored to their context and culture. This can include long-term relationships over several years, as well as shorter more strategic advice.

Alongside our track record and expertise in place-based change and in large, complex programmes of change in places, we work across many policy and practice areas. We have particular expertise around youth social action and safety, systemic approaches, and using participatory, equity-driven approaches.

Our clients

Our clients are charities, local and regional government bodies and funders. Current and recent examples include The National Lottery Community Fund, BBC Children in Need, the Health Foundation, Youth Endowment Fund, Right to Succeed, and a range of local and regional government bodies including the London Mayor's Office and several London borough councils.

What to expect

You will work on a variety of projects and tasks, working with other consultants in our team to help a range of organisations with their research and evaluation needs. Your work will be varied and will depend on the needs of our clients; an opportunity to gain a flexible skillset in research and evaluation as well as build your knowledge of the non-profit sector and public sector.

This could look like:

- Training community researchers to explore the impact of a Social Housing Association's community development project through the voice of residents.
- Visiting organisations across the UK to understand how they shared power with children and young people through youth social action funding.
- Working with government in London to understand how services for girls and young women at risk of exploitation or violence can coordinate better.
- Working with local coalitions up and down England who are pioneering new approaches to reducing homelessness, helping them learn and develop their work.

Junior Researcher and Researcher roles

A **Junior Researcher** position is for candidates who can demonstrate an enthusiasm for research but may be looking for an opportunity to build their experience and training. For example, you may have studied research methods but have less applied experience, or, you may have some applied experience, but you have never studied research methods.

A **Researcher position** is for candidates with at least 1-2 years of professional experience, especially in a research context. We welcome candidates who have worked in any sector, as long as you can demonstrate that you have relevant experience and alignment to our mission and values.

Our employee benefits



25 days of annual leave per year, plus statutory and public holidays. After each year of service, you accrue an additional day of annual leave, up to a maximum of five. **Five corporate social responsibility days** a year which you can use to volunteer at a charity or provide evaluation support to an organisation.



We support your travel through the **Cycle-to-Work Scheme**, and **interest free season ticket loans** to permanent members of staff (after 3 months of service).



We support your family with our **enhanced parental pay offer**.



We support your wellbeing through resources and information in our Wellbeing Pack. We also have an **Employee Assistance Programme**, which is a confidential employee benefit designed to help you deal with personal and professional problems.



We help you grow by offering a range of learning and development opportunities, including **in-house training**, with previous sessions including project management, qualitative analysis, report writing, pitching for new work, and bid writing. We also hold regular Lunch & Learn sessions to promote **peer-to-peer learning**, and **external training opportunities**.



We offer the opportunity to get involved with **our internal initiatives groups**, which focus on driving change across Sustainability, Equity, and Wellbeing. We also host annual Company Away days, which is a chance for the entire company to come together, share information and learn.



We are a member of the **NEST pension scheme**, and you will be automatically enrolled into this scheme, subject to eligibility.

About you

You will be someone who:

- Shares our values and demonstrates them through their work.
- Is capable of building professional relationships with colleagues and partners.
- Manages their time effectively, capable of being flexible and adaptable.
- Is proactive about your professional growth and learning.
- Is great identifying challenges and good at problem solving.
- You will have relevant skills and experience. You may have gained this experience in an academic, professional or voluntary context.

We do not expect candidates to have all the experience described below, especially those applying for a Junior Researcher role.

Examples of relevant experience includes some of the following:

- Engaging with places and communities, working with people from diverse backgrounds.
- Conducting social research, which may include conducting literature reviews, conducting interviews, taking ethnographic approaches, coding qualitative data, designing surveys, summarising and visualising quantitative data.
- Conducting programme evaluations, which may include facilitating the design of a theory of change, designing an evaluation framework, or conducting an economic analysis (e.g., value for money, social return on investment).
- Creating polished outputs through a combination of excellent research skills and strong visual design skills.

Renaissi-TSIP encourages applicants from all backgrounds, including those with a disability. As a Disability Confident Employer, Renaissi-TSIP guarantee an interview to applicants with a disability who meet the essential criteria set out in the job description.

How to apply

To Apply:

Ensure you read through the Role Summary, Responsibilities and Person Specification on the pages below. Email your CV and a supporting document that answers the following questions to m.nichols@renaisi.com :

- 1) Are you applying for Junior Researcher or Researcher role?
- 2) Why are you interested in the role and working for Renaisi? We are interested in understanding your values and how they align with our organisation. (max 300 words)
- 3) Please provide an example of where you have used your research skills to address a particular issue. Outline what the problem was, how you approached it, and what changed as a result / what you learnt from it. (max 300 words)
- 4) In this role, you might be making sense of data from different sources (e.g., interviews, documents, survey responses). What challenges might you face when analysing this data and how would you overcome them? (max 300 words)
- 5) Equity and diversity are important to the work of the Consultancy Team, what role do you believe these should have in the kind of work we do? (max 300 words)

Other stages in the recruitment process include:

1. **Shortlisting**
2. **Pre-interview task**
 - Related to the role and shared 48 Hours before interview, it should take approximately one hour to complete
3. **Competency interview** (60-75 mins)
 - Questions based on core requirements of the job

Key information about applying and shortlisting:

- To minimise bias during this process, we anonymously review application questions prior to reviewing CVs.
- Due to the high volume of applications that we receive, we sometimes use the first question, asking about your interest in the role and Renaisi-TSIP as a sifting question. If a candidate has not demonstrated a clear interest in the role and alignment with our values, we may not review the rest of your application.
- The application form will ask you to optionally disclose some demographic information. This helps hold us accountable to facilitating an equitable hiring process. **We will not have access to demographic information about individual candidates.**

Key information about tasks and interviews:

- We provide details of a written task 48 hours ahead of the interview to accommodate individuals who may take slightly longer than one-hour to complete the task. However, we do not expect the task to be polished.

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- We will share some interview questions in advance to help ensure the process is inclusive.
 - We review all interview responses using criteria and a scoring system.

After this stage, we would want to make a hiring decision. At this time, we may be in contact with further questions or to have an additional conversation to help ensure we are making an informed decision.

Role summary

| Job Title | Researcher / Junior Researcher |
|-------------------------------|---|
| Purpose | To support the work of the Social Impact Consultancy team at Renaisi-TSIP by being involved in a wide range of client projects, working with project teams and sometimes with clients through research and project delivery. |
| Accountable to | <ul style="list-style-type: none"> • Senior project manager or project manager |
| Management | <ul style="list-style-type: none"> • N/A |
| Internal relationships | <ul style="list-style-type: none"> • Consultancy Team • Place and Systems Change Team • Finance and Operations Team |
| Location | <ul style="list-style-type: none"> • Hybrid – Office (3 days per week) and home based • London Office: Impact Hub Kings Cross – Co-Working Space • Fieldwork: Multiple UK locations (travel and accommodation covered) <p>A minimum of three days per week of in-office working is expected for full-time staff.</p> |
| Salary | <ul style="list-style-type: none"> • Junior Researcher : £26,520 - £29,580 per annum • Researcher : £28,560 - £31,000 per annum <p>Salary will depend on experience</p> |
| Hours | <ul style="list-style-type: none"> • 35 hours per week, 9am-5 pm but flexibility is required. <p>You may need to conduct fieldwork or attend an event during evenings or weekends, and then take time-off during the work week to account for this.</p> |
| Contract | <ul style="list-style-type: none"> • Permanent • Probation period - six months |
| DBS Check | <ul style="list-style-type: none"> • DBS Check required |

Job description

Duties and responsibilities

Conducting Research and Analysis

- Supporting with drafting research tools, evaluation frameworks and analysis plans.
- Undertaking qualitative research (for example, conducting interviews with client's staff or programme participants in different locations in the UK, conducting document reviews and facilitating focus groups).
- Undertaking quantitative research (for example, analysing survey results).
- Managing analysis processes (for example, creating coding frameworks or summarising data in Excel).
- *Researchers only:* Taking the lead with research coordination (for example, arranging interviews and fieldwork visits).

Supporting clients

Especially relevant to the Researcher role.

- Drafting sections of professional reports in MS Word and PowerPoint.
- Presenting findings to clients and facilitating learning workshops.
- Supporting with day-to-day client relationships, such as attending meeting clients to give project updates.

Company

- Contribute to organisational learning, for example through internal initiatives such as sustainability or equitable evaluation.
- Promoting the image of Renaisi-TSIP, which may include attending conferences, training, exhibitions and other events and preparing publicity material.
- Promote equal opportunities and cultural development.
- Carry out all duties in accordance with Renaisi-TSIP's Equal Opportunities Policy.

Notes

1. In addition to the above, you may be required to carry out any other duties required to ensure the implementation of the programmes and projects or other areas of work for which the Company is responsible.
2. This list is not to be regarded as exclusive or exhaustive. Any additions or alterations will be put in writing by the Chief Executive or a Company Director.

Person Specification

The person specification for researchers and junior researchers differs slightly, please see the table below for more information.

| Person specification | Researcher | Junior Researcher |
|--|------------------------------------|-------------------|
| | (E) = Essential (D) = Desirable | |
| Values and equalities | | |
| Demonstrable commitment to the principles and practice of equal opportunities in employment | E | E |
| Identify with the values and ethos of Renaisi-TSIP | E | E |
| Experience | | |
| 1-2 years of relevant professional or academic experience | E | D |
| Experience of analysing and synthesising complex information | E | D |
| Experience of producing written work to a high standard | E | E |
| Experience using Excel or a similar software package | E | D |
| Experience of performing quantitative and qualitative research using a range of methods (for example, interviewing or running focus groups, handling and analysing quantitative datasets in Excel) | D | D |
| Experiencing of working or volunteering in the social sector | D | D |
| Knowledge | | |
| Knowledge of good research ethics | D | D |
| Knowledge of quantitative and qualitative research methods | E | D |
| Understanding of safeguarding policies and protocols | D | D |
| Knowledge of the social sector, or a specific part of the sector e.g., youth work, health equity | D | D |
| Skills | | |
| Able to communicate ideas and principles, effectively, clearly and in a variety of formats and mediums | E | D |

| | | |
|---|---|---|
| Able to establish positive working relationships with people from a range of professional disciplines | E | E |
| Able to complete tasks to tight deadlines | E | D |
| Able to prioritise and plan work | E | E |
| Able to take responsibility for managing small research and evaluation projects | D | D |
| Interpersonal skills and empathy for others | E | E |
| Excellent IT skills | E | E |
| Good analytical skills and critical thinking | E | E |
| Descriptive analysis skills, including summarising and visualising data | E | D |
| Knowledge and awareness of economic evaluation methods or inferential statistics | D | D |
| Qualifications | | |
| None are specifically required for this role, and we would rather see evidence of skills through experience and previous outputs. | | |



Follow us on LinkedIn and get in touch at:

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