



Role description: Researcher

Job title	Researcher
Employment status	Permanent (subject to completion of 6-month probation)
Working pattern	14 hours per week Between the hours of 9am-5pm
Salary	£28,000 per annum pro rata (0.4 FTE)
Location	Office-based (London) or hybrid. Travel will be necessary to office-based team meetings in London and training days as required
Reports to	TBC at interview
Benefits	5% employer pension Access to cycle to work scheme (after probationary period) Access to Employee Assistance Programme (after probationary period) 24 days annual leave (pro rata), in addition to bank holidays, increasing after 5 years of service

About the role

Do you have a passion for using your research skills to improve the lives of older people needing care and their families? Join our team!

You would be welcomed into our small, dedicated, friendly team. You would provide research support to help the team improve our knowledge of care law across the UK and update our information resources.

This is a vital role for the charity, ensuring our work is underpinned by sound research and helping us to diversify and increase our reach across the UK. You would work alongside colleagues who are experts in their field, with dedicated time for co-learning and sharing knowledge and skills.

You would join the charity during an exciting period of change, as we invest in growing our advice and support service. You would work closely with our small team to ensure our research work aligns with our advice service, campaigns, policy and communication work, as the charity pushes for a better care system.

The ideal candidate will be a positive, can-do person, with a passion for championing the rights of older people needing care, and an enthusiasm for using your research skills to affect change.

www.carerightsuk.org | team@carerightsuk.org | 0207 359 8148

Twitter: @CareRightsUK | Facebook: <https://www.facebook.com/CareRightsUK>

Care Rights UK is a registered charity in England (1020194) and a company limited by guarantee (2813362)

We value equality and diversity. We welcome applications from everyone regardless of age, gender, ethnicity, sexual orientation, faith, disability, or carer status.

Role description

Responsibilities:

- Map care laws, guidance and regulations across the UK to help build and maintain the knowledge of the team, and to update our information resources
- Undertake ad hoc research on social care issues arising through our advice service and write briefings for the team
- Design surveys, analyse the results and write reports (both internal and external), and help to monitor key performance indicators
- Monitor the care landscape and keep the team updated on relevant social care developments
- Attend meetings and events to represent the charity and promote our services, and develop relationships with key stakeholders
- Assist with communications, including helping to manage our social media accounts, updating the website, drafting blogs and content for newsletters
- Work closely with team members to ensure our research work aligns with services, policy and campaign work
- Assist in the delivery of the operational plan and fundraising plan, including inputting to funding reports
- Undertake other duties that may be necessary from time to time

Person Specification

Essential criteria:

We would expect candidates to explain in their application how they meet most of the criteria listed below

- Commitment to Care Rights UK's vision, purpose and values
- Experience in a research role (paid or unpaid)
- Interest in, and ability to learn about, adult social care law, guidance and regulation across the UK
- Excellent research skills and understanding of research methods and analysis, including data and statistics
- Ability to analyse, summarise and translate complex information, including research reports and legislation
- Good communication skills and ability to communicate clearly in writing to a range of audiences
- Strong organisational skills and ability to prioritise competing tasks and deliver to tight deadlines
- Experience of working independently, working on own initiative and maintaining motivation
- Experience of working effectively as a member of a small team and a positive, problem-solving approach
- Excellent IT skills, including internet research and a good knowledge of Microsoft Office programmes

Desirable criteria:

These are 'nice to have's' – you may reference these in your application too

- Knowledge of care law and regulation in one or more of the jurisdictions of the UK
- Knowledge and understanding of the adult social care sector
- An interest in, or direct/indirect experience of, adult social care
- Experience of working with older people needing care or their relatives
- Experience of working for a small charity
- Experience of working part-time in a fast-paced environment

Other requirements:

- A strong commitment to equality, diversity and human rights
- Entitlement to work in the UK
- Ability and willingness to work to local policies and procedures, including confidentiality, safeguarding, lone working and health and safety
- Successful applicants will be required to undergo a Disclosure and Barring Service check

How to apply

We look forward to receiving your application!

To apply, please send us the following via email:

- A cover letter that explains how you meet the criteria in the person specification above
- Your CV

"I feel fortunate and proud to work for Care Rights UK. The shared values, passion and enthusiasm of our small team of staff, volunteers and those that support the charity has made us stand out in the health and social care sector as a respected voice for older people needing care and support. We're a friendly team and would welcome you joining us on our journey."
Trevor Greenidge, Helpline Officer

The cover letter plays a key part in our selection process. We use the information you provide in the letter about your skills and experience to decide whether or not to invite you for an interview. It is important that you explain in your cover letter how you meet the essential criteria outlined above, giving specific examples from your past experience. Your letter should be no longer than 3 pages.

Please send your cover letter and CV to our director, Helen Wildbore, to team@carerightsuk.org

Closing date: 5pm, Monday 17 June 2024

Interviews will take place on 25 and 28 June (time to be confirmed with shortlisted candidates).

Disability

Please let us know if you require any adjustments to be made to the application process or would like to provide any information you wish us to take into account when we are considering your application.

Hearing from us

As a small charity, unfortunately we will be unable to reply to all candidates about their application. If you haven't heard from us by 24 June, please assume that your application has not been shortlisted on this occasion.

About Care Rights UK

Our vision

The best quality of life for older people needing care.

Our purpose

Care Rights UK is your care champion, the charity focused on defending the rights of people in care.

We want people to know their rights and how to use them. We offer information, advice and support to empower people using care services and the relatives and friends who help them.

As a community of families and experts, we have joined forces to fight for better lives for people in care. We identify poor care and highlight good practice, and demand a better care system.

Our values

Well-informed

We value knowledge, particularly from people's every day experiences of care and support services. We are trusted for our expertise on care and rights, and for our integrity.

Independent

We're proud of our independence. It gives us the freedom to speak out, adapt to changing circumstances and work with others to make care services better.

Courageous

We fight for change where it's needed so that people who need care and support have their rights respected.

Empowering

We value each other and are more powerful together. We listen and we support one another. Our community makes us stronger.

More information

Information about our staff team and Board of Trustees is available on our [website](#).

Information about our three-year strategic plan is on our [website](#).

If you would like an informal chat to learn more about the role, please contact us on team@carerightsuk.org or call 0207 359 8148.

We wish you the best of luck with your application and we look forward to hearing from you.

“Leading the small, dedicated, friendly team of staff and volunteers is a real privilege. As we invest to grow our services, and expand our wider team, now is an exciting time to join us. We are looking forward to welcoming a new member to the team.”

Helen Wildbore, Director of Care Rights UK