

Job Description

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| Job Title | Research Assistant |
| Service | Coram Research Impact & Evaluation Team |
| Reporting to | Senior Research and Evaluation Officer |
| Salary range | £28,000 (or pro rata) |
| Work pattern | Full time or 0.8 FTE (for flexible working, including term time working) |
| Location | Flexible, with an expectation of working at Coram's campus in London on average at least once a week and at home |
| Contract type | Fixed Term for 12 months with possibility of the role becoming permanent. Start date: As soon as possible. |

Context

Coram is the UK's first and longest continuing children's charity established in 1739 as The Foundling Hospital. Today we are a group of specialist organisations, working in the UK and around the world to support vulnerable children and young people from infancy to independence, creating positive change that lasts a lifetime. Coram helps more than one million children, young people, families and professionals every year by providing access to the skills and opportunities they need to thrive.

This role will be based in Coram's Research Impact and Evaluation team within Coram's Institute for Children and will focus on delivering research projects and evaluations, both externally commissioned or within the Coram group. The role offers exciting opportunities to build links with economists, statisticians, academics, and researchers to pursue research dedicated to improving the life chances for children and young people.

Coram's Research Impact and Evaluation Team includes 12 researchers and a network of research associates, pro bono analysts and peer researchers. We carry out qualitative, quantitative and mixed methods research with children and young people which often includes their parents/carers and the professionals who support them. This includes a wide range of evaluations from feasibility studies and process evaluations through to large-scale, multi-site experimental and quasi-experimental impact evaluations. We work in-house to support colleagues in the Coram group of children's charities to evaluate their effectiveness and include the voice of children and young people. We are also commissioned to carry out evaluations for the What Works Centres, the public sector including local authorities, central government, and the NHS, as well as other third sector organisations.

As a team we aspire to be child-centred, rigorous, grounded in experience, embedded in practice, collaborative and impactful. We are dedicated to delivering child-centred research to ensure their voice is at the forefront of our work. We use co-design and participatory research methods to challenge power imbalances within research and work with marginalized groups.

Purpose of the role:

To play an active role in research and evaluation projects to support the improvement of policy and practice for vulnerable children, young people and their families.

Main duties and Responsibilities

Actively contribute to evaluation and research projects by:

- Taking part in planning and designing research and evaluation projects, including ethics applications.
- Carrying out a range of research and evaluation fieldwork, which may include designing research materials, such as topic guides and questionnaires, conducting interviews and moderating focus groups and carrying out literature reviews.
- Ensuring the voice of children, young people, parent/carers and professionals are at the forefront of our research where possible; using co-design and participatory research methods to address power imbalances and ensure the voice of marginalized groups are heard.
- Gathering, cleaning and analysing data using quantitative and qualitative analysis software (such as Nvivo, Excel, SPSS, R etc.).
- Contribute to drafting reports or sections of reports, and presentation of evaluation and research findings to internal and external audiences, acting as an ambassador and championing Coram's vision and values.
- Contributing towards Coram's performance and outcome reporting.
- Contributing to funding applications, bids, tenders, and protocols for research and evaluation projects.

Support Coram's research impact and evaluation function by:

- Playing an active part within the ResearchR Impact and Evaluation team including contributing to our values of being child-centred, rigorous, grounded in experience, embedded in practice, collaborative and impactful.
- Contribute to the smooth running of the Research Impact & Evaluation Team by working flexibly and contributing to monitoring, administration, communications, and other tasks, keeping colleagues up-to-date and escalating issues appropriately.
- Developing the skills, expertise and capability of oneself and peers through continuous professional development, including keeping informed of research and evaluation methods and relevant policy developments.
- Recognising and challenging all forms of discrimination and prejudice in the workplace and treating everyone with respect, dignity and fairness; acknowledging and celebrating diversity.

- Maintaining an awareness of your own and others' health and safety and comply with Coram Group Health and Safety policy and procedures.
- Maintaining confidentiality of information; it will be necessary to comply with all requirements related to the Data Protection Act/ General Data Protection Regulations (GDPR).
- Undertaking any other relevant duties or projects delegated by the line manager which are in line with the responsibilities of the role and contribute towards the delivery of projects within other teams.