



Role description: Researcher

Job title	Researcher
Employment status	Permanent (subject to completion of 6-month probation)
Working pattern	14 hours per week Flexible on working pattern
Salary	£29,845 per annum full time equivalent (£11,938 per annum for 14 hours per week)
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
Benefits	5% employer pension. Access to cycle to work scheme. Access to Employee Assistance Programme. 24 days annual leave (pro rata for part-time), 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? Join our team!

In this dynamic role, you will provide research support across our advice, policy and campaign work. Your research will be practice-based, with a focus on improving people's lives and bringing about real change, including:

- helping our advisers to support older people and their families
- building and improving our knowledge of care law across the UK
- helping to create new information resources
- feeding into national conversations about care reform
- supporting our work to push for a better care system

This is a vital role for the charity, ensuring our work is underpinned by sound research. You will be part of a small charity having a big impact. Providing the national advice line for older people needing care and pushing for improved care services, we are a leading voice in the sector.

You will be welcomed into our friendly, dedicated team and work closely with colleagues to ensure our research aligns with our advice service, campaigns, policy, communications and fundraising.

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

LinkedIn: [/Care-Rights-UK](https://www.linkedin.com/company/care-rights-uk) | Facebook: [/CareRightsUK](https://www.facebook.com/CareRightsUK)

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

This is an exciting opportunity to join our small team and make a real difference to the lives of older people needing care. You will work alongside colleagues who are experts in their field, with dedicated time for co-learning and sharing knowledge and skills.

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.

Care Rights UK is the charity focused on promoting the rights of older people needing care. For over 30 years our national advice service has been a lifeline for older people and their families. You will join the charity during an exciting period of change, as we seek to diversify and increase our reach across the UK.

Even if you feel you don't meet all the criteria outlined in the person specification, if you're keen to learn and to apply your skills, we'd love to hear from you!

We are committed to providing inclusive services, accessible to everyone. We value equality and inclusion and are committed to encouraging diversity amongst our team. We respect and value people's differences and aim to create a culture where every team member feels respected and able to give their best. We particularly encourage applications from minoritised groups including carers and people with lived experience of care. This helps us to ensure our staff team reflects the diversity of the communities we exist to serve.

"Working at Care Rights UK has truly been the most rewarding job that I've done. The charity's work is invaluable to people in urgent need of help, and it has been a real privilege to assist with this. My work as a researcher has been fulfilling, stimulating and challenging in equal measure; the team are a joy to work with and enormously supportive. I would strongly recommend this role to anyone who is considering applying."

George Hill, former Researcher at Care Rights UK

What you can expect from us

- **Friendly, welcoming, supportive colleagues** in the staff team and on the Board of Trustees
- One-to-one support from an **empathetic line manager**
- **Peer support** from colleagues in the staff team
- **Weekly team meetings** to share advice insights, updates and impact
- **A thorough induction** to the charity, our work and mission
- **Training** to help you fulfil your role and to **develop your knowledge** of care issues across the UK
- Opportunities for **sharing skills and knowledge** with colleagues who are experts in their fields
- Being part of a **dynamic team** pushing for real change in the care sector

- Access to **24/7 Employee Assistance Programme** – access to counselling, advice line and other wellbeing support
- **Hybrid working** – the role can be carried out from anywhere in the UK, although attendance at face-to-face team meetings and training days will be required
- **Flexible working** – we welcome applications from candidates wishing to work around 14 hours per week and will consider job shares or other options such as compressed hours

Main purpose of the role

Provide research support across our advice, policy and campaigns work.

Role description

Responsibilities:

- Research care laws, regulations and jurisprudence across the UK to help build and maintain the knowledge of the team
- Undertake research to create and update our information resources
- Undertake research on social care issues arising through our advice service and write briefings for the team
- Monitor the care landscape and keep the team updated on relevant social care developments
- Attend meetings and events to represent the charity
- Work closely with team members to ensure our research work aligns with advice service, policy, campaigns, fundraising and communication work
- Assist in the delivery of the operational plan and fundraising plan
- Undertake other duties that may be necessary from time to time

Person Specification

Essential criteria:

We would expect candidates to explain in their cover letter 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) and excellent research skills
- Interest in, and ability to learn about, adult social care law and regulation across the UK
- Ability to analyse, summarise and translate complex information, including research reports, legislation and legal judgments
- 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 cover letter too

- Knowledge of care law or 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 part-time in a fast-paced environment

Other requirements:

You do not need to address these directly in your cover letter

- 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

Please apply via the Charity Job website. You will be asked to submit your CV and a cover letter that addresses the following three questions:

1. Why do you want to apply for this role at Care Rights UK? 300 words max
2. How do your skills and experience make you an ideal candidate for this role? (checking against the person specification above) 500 words max
3. Please highlight an example where you have achieved success in any of your previous roles. Why have you chosen it, why is it relevant to this role? 400 words max

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.

We ask candidates not to use generative AI to create their cover letter. We want to hear about your skills and experience in your own voice. Applications written with generative AI are unlikely to get through our sifting process. Your unique perspective and story matter, and we'd love to hear it!

"Leading our small, dedicated, friendly team is a real privilege.

As we seek to increase our reach across the UK, now is an exciting time to join us. We are looking forward to welcoming a new member to the team."

Helen Wildbore, CEO of Care Rights UK

Closing date:

9am, Monday 5 October

Interviews will take place on Wednesday 14 October (time to be confirmed with shortlisted candidates). Interviews will be one stage and held online (via Zoom).

Disability and adjustments

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 12 October, 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 promoting the rights of older 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 fight for better lives for people in care. We challenge poor care, 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 look forward to hearing from you.