

Job Description

Title: Research Officer (fixed term)

Reporting to: Director

Location: Coleraine House, Coleraine Street, Dublin 7

Duration: 1 year (fixed term contract)

Hours of work: 37 hours per week

Annual leave: 24 days

Mental Health Reform is the national coalition driving reform of Ireland's mental health services and social inclusion of people with mental health difficulties. Our vision is of an Ireland where people with mental health difficulties can recover their wellbeing and live a full life in the community. With more than 50 member organisations and 10,000 individual supporters, MHR provides a coordinated voice to Government, its agencies, the Oireachtas and the general public on mental health issues.

Summary of the role:

Mental Health Reform is seeking a skilled and experienced researcher to develop the evidence base for Mental Health Reform's policy and advocacy work towards better mental health and related services. The Research Officer (fixed term) will be responsible for delivering a research programme in line with Mental Health Reform's Strategic Plan 2015-2017 and Operational Plan for 2017.

Principal duties and responsibilities:

Working with the Director and other team members of Mental Health Reform, the Research Officer will be responsible for planning and overseeing a research programme in Mental Health Reform, including:

- Conducting a national consultation on the views of people who use mental health services and family members/carers about mental health services. This includes conducting two national surveys and related focus groups
- Designing, conducting and/or overseeing desk research
- Designing, conducting and/or overseeing quantitative research including conducting surveys and analysing quantitative data
- Conducting qualitative research including data collection through and analysis of focus groups and interviews
- Drafting and editing research reports and disseminating findings
- Scoping potential research projects
- Identifying funding opportunities and making research grant applications
- Maintaining a research advisory group and other expert contact relationships

Organisation responsibilities:

- Working within the framework of the overall objectives and the policies and practices of MHR
- Contributing to the promotion of equality of opportunity, anti-discriminatory practice, diversity, individual rights and choice in all aspects of work
- Updating MHR's contacts database
- Carrying out other administrative duties as required
- Participating in Mental Health Reform's performance management system and engaging in supervision sessions on a regular basis with the Director
- Supervising staff, interns or volunteers as required
- Participating in relevant training and development courses as agreed with the Director
- Undertaking such other duties as might be reasonably assigned from time to time in consultation with the Director
- Being vigilant to any Health, Safety and Welfare risks in the workplace and bringing any concerns to the attention of the Director or Health & Safety Representative

Person specification:

Essential qualifications, skills and experience:

- Postgraduate qualification in social science research methods
- An understanding of the operational requirements for a successful research project
- A strong track record of designing and conducting quantitative research to publishable standard
- Experience in conducting qualitative research including data collection through focus groups and interviews and analysis of qualitative data
- Competency using statistical analysis software (e.g. SPSS)
- Fluent speaker and writer of English
- An ability to work with initiative and autonomy, taking responsibility for a functional role within a small team
- Experience supervising staff to deliver on research projects
- Excellent IT skills including Microsoft Word, Excel and PowerPoint
- Excellent written and verbal communication skills and the capacity to tailor communications to different audiences
- Excellent organisational skills including a proven ability to work to deadlines

Attitude:

- Commitment to the vision and values of Mental Health Reform
- A can-do attitude with a focus on continuous improvement within area of work
- Capacity to work with disadvantaged groups

Desirable:

- Knowledge of mental health issues
- Experience in conducting participatory research
- A track record of publication of research in peer-reviewed journals

Terms

This is a full time position. Flexibility is required regarding hours as some weekend and evening work will be necessary. Travel and out of office work will also be a feature of the role.

This is a fixed term contract position, subject to funding and completion of a probationary period.

An attractive remuneration package commensurate with knowledge, skills and experience is available.

Hours of Work: 37 hours per week

Annual Leave: 24 days per annum

Mental Health Reform is an equal opportunities employer