

# GambleAware

## **Role title: Research Officer**

**Accountable to:** Research Manager

**Hours:** 35 hours per week; part time or flexible working considered

**Contract type:** Temporary to 31 March 2021

**Location:** Currently home-based with potential to work from GambleAware's London office in the future

**Salary:** £25-30,000

## **About GambleAware**

GambleAware is an independent charity regulated by the Charity Commission for England and Wales, and the Scottish Charity Regulator (OSCR). Our charitable objectives are:

a) The advancement of education aimed at preventing gambling harms for the benefit of the public in Great Britain, in particular young people and those who are most vulnerable, by carrying out research, by providing advice and information, by raising awareness, and by making grants; and,

b) Working to keep people in Great Britain safe from gambling harms through the application of a public health model based on three levels of prevention: primary – universal promotion of a safer environment; secondary – selective intervention for those who may be 'at risk'; and, tertiary – direct support for those directly or indirectly affected by gambling disorder, by carrying out research, by providing advice and information, by raising awareness, and by making grants for the provision of effective treatment, interventions and support.

GambleAware has a framework agreement with the Gambling Commission to help deliver the National Strategy to Reduce Gambling Harms (April 2019) within the context of arrangements based on voluntary donations from the gambling industry.

## **About GambleAware's Research & Evaluation team**

GambleAware's research and evaluation (R&E) function is the means of developing knowledge to:

- Build the 'what works for whom' evidence in preventing and reducing gambling harms for awareness raising, education and treatment approaches and tools, and for service design and commissioning
- Inform advocacy and influence policymaking at national and local level
- Inform public awareness.

It also plays a role in supporting and mobilising other partners in the research eco-system to undertake research and to grow the research and evaluation capability in gambling studies.

Our small R&E team is made up of research and evaluation specialists with a range of academic, commercial and research agency backgrounds who commission and manage a busy portfolio of projects and programmes. We work with a range of delivery partners in universities, research agencies and charities and are increasingly focused on ensuring the voice of people with lived experience of gambling, either directly or indirectly, is at the heart of the evidence base about ‘what works’ in preventing and reducing gambling related harms.

## Role purpose

The primary role of the Research Officers is to support our three Research Managers and Evaluation Lead in the initial phases of project and programme commissioning (discovery and definition stages) via desk top research, review and sector scanning activity.

## Key responsibilities

- Undertake desk top research and review of academic and grey literature (local, national, international) to inform the development of specific research and evaluation project briefs
- Undertake desk top review of academic institutions and research agencies to build the market of delivery partners wishing to apply for grant funding opportunities
- National and international horizon scanning to ensure the R&E team maintains up to date knowledge and awareness of new research, policy developments and related events across the gambling field
- Support the delivery of specific R&E projects through quality assurance of draft research reports and note-taking at review and monitoring meetings
- Support social media activity by identifying topical issues from GambleAware’s commissioned R&E portfolios for dissemination to different audiences
- Keep the R&E website content up to date.

## General responsibilities

- Undertake any other tasks as reasonably directed by your line manager
- Adhere to GambleAware policies and procedures
- Demonstrate a commitment to diversity, inclusivity and equal opportunity in working with colleagues and stakeholders with a wide range of perspectives and experiences
- Be a good team worker, demonstrating loyalty and commitment to the organisation and team members.

## Person specification

	Essential	Desirable
<b>Knowledge &amp; experience</b>	<ul style="list-style-type: none"> <li>• Understanding of the role and contribution of charities and the third sector in preventing and reducing gambling harms</li> <li>• Strong understanding of qualitative and / or</li> </ul>	

	<p>quantitative research methodologies and demonstrable experience of applying these in practice</p> <ul style="list-style-type: none"> <li>• Experience of carrying out research (primary or secondary)</li> <li>• Ability to analyse and summarise data for reporting purposes.</li> </ul>	
<b>Skills and abilities</b>	<ul style="list-style-type: none"> <li>• Strong communication skills, written and verbal</li> <li>• Ability to distil different sources of evidence into succinct and accessible summaries</li> <li>• Ability to work on multiple projects, managing competing demands and timescales</li> <li>• Able to prioritise and manage own workload</li> <li>• Strong attention to detail.</li> <li>• Able to work flexibly and collaboratively as part of the team.</li> </ul>	
<b>Qualifications and memberships of professional bodies</b>	<ul style="list-style-type: none"> <li>• Educated to degree level (or equivalent experience) in a related field, such as health or the social sciences, including a research methods component</li> <li>• Research experience in an academic institution, charity, or research agency.</li> </ul>	<ul style="list-style-type: none"> <li>• Experience of research or evaluation in the gambling field</li> <li>• Postgraduate qualification in social research methods</li> <li>• Member of a relevant professional body such as the Social Research Association or the Marketing Research Association</li> </ul>
<b>General</b>	<ul style="list-style-type: none"> <li>• Committed to continuous professional development</li> <li>• Commitment to GambleAware's mission and values</li> <li>• Commitment to diversity, inclusivity and equal opportunity.</li> </ul>	

## **How to apply**

Application is by CV and covering letter (up to 2 pages) setting out how you meet the person specification, with reference to the key responsibilities of the role. Applicants will be assessed and shortlisted against these requirements. Applications should be sent to [sonal@gambleaware.org](mailto:sonal@gambleaware.org) by **9.00 am on Monday 14<sup>th</sup> December 2020**.

Those shortlisted will be invited to an interview in the **week commencing Monday 14th December 2020**, and this will consist of a short task and interview.