

Research Assistant

Job Advert



Location: Southwark, London / Home working

Salary: £30,000 - £35,000 full time equivalent, depending on experience

Other benefits: 25 days annual leave plus bank holidays and 5% employer contribution to occupational pension scheme (pro-rated)

Working days: 1 day (7 hours) per week for nine months

AYPH is pleased to be advertising a position for a part time Research Assistant to support the production of our flagship publication *Key Data on Young People 2021*. This is a one day a week position for nine months. If you have proven research and data skills and an understanding of young people's health we would love to hear from you. This post is ideal for practicing clinicians wishing to take on a part time research role or early career researchers looking to develop their experience in the voluntary sector.

Please apply by 10th January with a (maximum) two page covering letter setting out how you meet the requirements in the person specification, a (maximum) two page CV and an Equal Opportunities Monitoring form (attached). Interviews will take place by the end of January via Zoom and we will contact successful applicants by 15 January to arrange an interview time and date.

Job Description

To support the production of Key Data on Young People 2021 (project number 85)

AYPH has been funded to produce a new edition of our biennial research report, *Key Data on Young People*. Supported by the Health Foundation, *Key Data* brings together all the robust and representative information we can find to get a full impression of young people in the United Kingdom. Every new edition of *Key Data* is revised to reflect current issues and concerns about young people's health. This new one will have a new format (more online) and a focus on the impact of the Covid-19 pandemic.

This Research Assistant post will provide support for Dr Ann Hagell, AYPH Research Lead who manages *Key Data on Young People*. The team also consists of two youth interns. This is a 0.2 or 1 day a week, nine month post beginning on 1 February 2021 and completing 30 November 2021. Applicants should look at the previous edition to get a sense of the task.

<https://www.youngpeopleshealth.org.uk/key-data-on-young-people>

Key tasks

The Research Assistant will:

- Help search for and collate relevant data & build it into Excel spreadsheets
- Interpret research data, looking for meaning & trends
- Produce initial drafts of sections of the text and contribute to writing of final outputs
- Support the AYPH Research Lead in any other project related activities as required
- Comment on outputs produced by other team members
- Contribute to dissemination activities including writing blogs, articles etc
- Make presentations at conferences and other events
- Contribute to team meetings, meetings with funders and other meetings as necessary
- Actively participate as a member of the project team
- Help develop and maintain external contacts relevant to the project

Working within AYPH values – All staff work within the Mission, Vision and Values set out in our strategic plan. AYPH is committed to working within the context of the UN Convention for the Rights of the Child and to anti discriminatory policies and practices.

Person Specification

The role will require:

- Understanding of young people's health issues
- Familiarity with some of the usual sources of data and ways of presenting them
- Proven numerical skills (accuracy, familiarity with use of summary statistics such as mean, median, distributions; ability to use spreadsheets, calculate percentages etc)
- Experienced IT user including Word and Excel
- Excellent written and verbal communication skills
- Excellent project management skills, including being organised and systematic
- Ability to deliver to deadlines
- Excellent attention to detail and accuracy
- Ability to work flexibly and supportively with other team members
- Ability to work independently, take initiative and manage own time efficiently

The successful candidate will need to prove eligibility to work in the UK and complete an enhanced DBS check.

About AYPH

The Association for Young People's Health is a charity bridging the world of policy, practice and evidence to promote better understanding of young people's health needs. For more information see www.ayph.org.uk.

Equality and diversity monitoring form

AYPH wants to meet the aims and commitments set out in its equal opportunities policy. This includes not discriminating under the Equality Act 2010, and building an accurate picture of the make-up of the workforce in encouraging equality and diversity.

The organisation needs your help and co-operation to enable it to do this, but filling in this form is voluntary.

The information you provide will stay confidential, and be stored securely and limited to only some staff in the organisation's Human Resources section.

Please return the completed form to the Office & Partner Manager.

Gender Male Female Intersex Non-binary Prefer not to say

If you prefer to use your own term, please specify here

Are you married or in a civil partnership? Yes No Prefer not to say

Age 16-24 25-29 30-34 35-39 40-44 45-49
50-54 55-59 60-64 65+ Prefer not to say

What is your ethnicity?

Ethnic origin is not about nationality, place of birth or citizenship. It is about the group to which you perceive you belong. Please tick the appropriate box

White

English Welsh Scottish Northern Irish Irish British Gypsy or Irish Traveller Prefer not to say

Any other white background, please write in:

Mixed/multiple ethnic groups

White and Black Caribbean White and Black African White and Asian Prefer not to say

Any other mixed background, please write in:

Asian/Asian British

Indian Pakistani Bangladeshi Chinese Prefer not to say

Any other Asian background, please write in:

Black/ African/ Caribbean/ Black British

African Caribbean Prefer not to say

Any other Black/African/Caribbean background, please write in:

Other ethnic group

Arab Prefer not to say Any other ethnic group, please write in:

Do you consider yourself to have a disability or health condition?

Yes No Prefer not to say

The Disability Discrimination Act 1995 (DDA) defines a person as disabled if they have a physical or mental impairment, which has a substantial and long term effect (i.e. has lasted or is expected to last at least 12 months) on the person's ability to carry out normal day-to-day activities. The information in this form is for monitoring purposes only. If you believe you need a 'reasonable adjustment', then please discuss this with your manager, or the manager running the recruitment process if you are a job applicant.

What is your sexual orientation?

Heterosexual Gay woman/lesbian Gay man Bisexual
Prefer not to say If other, please write in:

As people are discriminated against because of their sexual orientation, we believe that it is helpful to gather this information. We appreciate that you may not wish to answer this question however - in which case please tick the 'Prefer not to say' box.

What is your religion or belief?

No religion or belief Buddhist Christian Hindu Jewish
Muslim Sikh Prefer not to say If other religion or belief, please write in:

What is your current working pattern?

Full-time Part-time Prefer not to say

What is your flexible working arrangement?

None Flexi-time Staggered hours Term-time hours
Annualised hours Job-share Flexible shifts Compressed hours
Homeworking Prefer not to say
If other, please write in:

Do you have caring responsibilities? If yes, please tick all that apply

None Primary carer of a child/children (under 18)
Primary carer of disabled child/children
Primary carer of disabled adult (18 and over) Primary carer of older person
Secondary carer (another person carries out the main caring role)
Prefer not to say