JOB DESCRIPTION

1. JOB DETAILS

Job Title: **Senior Researcher, Social Brain**
Department :   **Projects**
Reports to: **Associate Director, Social Brain**
Hours: **This is ideally envisaged as a full-time role.**
                     However, a part-time or job share arrangement will be
                     seriously considered.

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2. PURPOSE OF JOB

The Social Brain Project is a core part of our research identity at the RSA, underpinning our view of human capability, and informing our 'Steer' approach to behaviour change. Our work serves to make prevailing theories of human nature more accurate through research, explicit through public dissemination and empowering through practical engagement.

The primary purpose of this role is to work with the Associate Director of Social Brain to strengthen our perspective on behaviour change, develop this distinctive project into a wider programme of work and to help deliver it. The role will involve undertaking discrete projects/work strands, undertaking primary and secondary research, and producing written and audio-visual outputs based on this research.

The job will initially involve helping to deliver an existing project on fuel efficient behaviour, preparing funding bids for research on mindfulness meditation, and informing integrated research with our Connected Communities project. Part of the role will also be to consolidate and build our stakeholder database and improve our social media profile.

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3. KEY TASKS/RESPONSIBILITIES

- Managing and undertaking research and analysis on major strands of Social Brain work and reporting for internal and external audiences.
- Developing and supporting networks of stakeholders in the field, including RSA Fellows, via active communication and liaison.
- Developing content and raising profile through written outputs, including blogs, articles and research reports.
- Events organisation, including meetings and seminars, and associated administration.
- Development of RSA Social Brain resources and materials, including helping to raise the online profile of Social Brain, and maintaining an engaging social media presence.
- Proactively seeking funding opportunities and preparing funding bids.
- Development and maintenance of contact databases and proactive engagement with RSA Fellows

- General research administration and support as required by Associate Director of Social Brain
- Conceptualisation and development of new strands of work.

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4. KNOWLEDGE AND SKILLS REQUIRED

We are looking for an ambitious, skilled and creative researcher who can employ a range of research methods, ideally with experience in facilitating workshops and deliberative research and/or quantitative research. The post holder must be an effective written and verbal communicator and may occasionally be required to contribute to other RSA projects.

Essential criteria:
- Active Interest in issues relating to brains and behaviour
- A masters degree, or equivalent, preferably in a relevant subject area
- Strong research and analytical skills
- Proven ability to present written material in a clear, concise and engaging manner to a range of different audiences
- Confident outlook, with rapport building, persuasion and interpersonal skills
- Ability to engage and communicate ideas and concepts clearly and with adaptability to diverse audiences.
- Excellent verbal and written communication skills
- Ability to work on own initiative and with a wide range of people
- Intermediate ICT skills across MS Office Applications
- Enthusiasm for, and preferably some experience of, events organisation
- Interest in, and preferably some successful record of fund raising.
- Proven organisation skills, including the ability to prioritise and multi-task
- Proven ability to think and plan strategically as well as creatively
- Proven knowledge of and interest in the work of the RSA and current affairs

Desirable criteria:
- An intermediate working knowledge of web-based applications and Social Media
- Specialist knowledge or skill in particular research methodologies

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5. NATURE AND SCOPE OF JOB

The RSA's vision of 21st Century Enlightenment is reflected in our Projects, which aim to enhance human capability through a mixture of thought leadership and practical engagement. Our work is supported by a network of 27,000 Fellows, and inspired and facilitated by a world class events programme at our prestigious venue in central London.

Our project is grounded in evidence from social psychology, neuroscience and behavioural economics that challenges the idea that we function as rational profit- maximising individuals. We attempt to understand the implications of viewing ourselves as fundamentally social; constituted by evolutionary biology, embedded in complex social networks, highly sensitive to social and cultural norms, and as creatures of habit that are more rationalising than rational.

The post-holder will be based in the RSA's headquarters in central London, although occasional travel will be required.

This job description is not exhaustive and is liable to review following discussion with the job holder. The job holder will be expected to undertake any other reasonable duties as requested by their line manager and commensurate with the job grade. The position is permanent, but requires the job holder to actively seek out funding for the Project, through which their position is funded.

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The attention of the job holder is drawn to the following:

1.   All employees have a duty under the Health and Safety at Work Act to ensure that their working environment is kept free of hazards that may prove injurious to themselves, their colleagues and all those engaged in Society business as well as any visitors to the Society.

2.   All employees have a duty to comply with the Society's Equal Opportunities Policy in their contacts with other staff, Fellows and visitors.

        All employees have a responsibility to ensure that their use of the RSA's computer systems does not jeopardise the security, integrity or legality of that system. Users must:

        • maintain password confidentiality and not provide access to the system to those not employed by the RSA or in any other way unauthorised;
        • not load any software onto the system themselves nor permit anyone other than a member of the RSA's IT department to load software onto the system;
        • not use any unlicensed software and report any suspected breaches of software licensing to the RSA's Chief Operating Officer or another member of the Executive Team;
        • take the same care with e-mails as with any other written communication from or on behalf of the RSA; and restrict their usage of the Internet to that allowed by the RSA.

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Signed by Job Holder .... Date...

Signed by Manager ....…………………… Date ....
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