

## JOB DESCRIPTION

Job title	<b>Senior Researcher</b>	Department	<b>Nuffield Council on Bioethics (NCOB)</b>
Job holder		Reports to	<b>Research and Policy Manager</b>
Job type	<b>12 month FTC, full time hours</b>	Date created	<b>March 2025</b>
Job aim	<p>The role is responsible for leading on the design, development and delivery of significant, complex and/or time-sensitive research and policy projects associated with NCOB priority areas and responsive research.</p> <p>The main focus of the role will be working on a project researching the merits of extending the 14-day rule for embryo research in the UK, but they may be required to work on other projects and policy areas as necessary.</p> <p>The role holder will act as an expert on their policy portfolio within the NCOB and be responsible for project-specific report conception, drafting and delivery, alongside stakeholder management, outreach and impact.</p>		
Resources	<p>Staff reporting to this post: none</p> <p>Budget: may be required to take responsibility for monitoring costs.</p>		

### ***Key responsibilities: Including but not limited to***

#### **1. Strategic development and research management**

- Develop and manage research projects aimed at supporting the objectives of NCOB priority areas and other specific projects.
- Contribute to and support the development and implementation of NCOB's strategic priorities or positions for the directorate.
- Conduct research and policy work with a high degree of autonomy and with minimal supervisory oversight and input from line manager, with responsibility for delivering the ethics-related outputs of the 14-day rule project
- Work collaboratively with other teammates including fellow researchers and comms and public affairs colleagues. Regularly update management and team on work milestones, progress, and reach out proactively to address any challenges or problems encountered.
- Conduct research analysis and translation for policy, regulatory and general-purpose audiences, writing in different ways that are tailored to the audience in question.
- Identify interventions, recommendations and opportunities to mobilise research around policy priorities.
- Manage the work of researchers (as required), external collaborators, and consultants, providing constructive feedback, without extensive oversight.
- Identify and manage partnerships and coalitions as relevant associated with the delivery of the 14-day rule project and its outputs.

	<ul style="list-style-type: none"> <li>Evaluate success of influencing and identify lessons for strategy development and wider team.</li> </ul>
<b>2. Communications and public affairs</b>	
	<ul style="list-style-type: none"> <li>Draft and edit papers, briefings, reports, blogs and other resources for different audiences, including government, regulators, policy and research experts, including conversational content relating to the ethics of embryo research.</li> <li>Responsibility for leading on drafting research reports within own portfolio, producing high quality, publishable content with minimal input from management before sign off. When working with researchers, closely supervise and edit input.</li> <li>Work with communications and public affairs colleagues to define and deploy communications strategies for key priorities, across various media and for parliamentary audiences. See outputs through from inception to publication and evaluation.</li> <li>Exercise thought leadership and speak publicly on behalf of NCOB in private and public forums.</li> </ul>
<b>3. Strategic engagement and networking</b>	
	<ul style="list-style-type: none"> <li>Build trusted relationships with relevant policy actors and organisations, research partners, academia and industry in the UK and internationally.</li> <li>Conceptualise, facilitate and attend meetings, workshops and events to promote the Council's work, priorities and values and achieve strategic impact, without extensive oversight or input.</li> <li>Sit on advisory groups, attend and contribute at standing meetings on behalf of the NCOB.</li> <li>Identify and develop strategic working relationships with organisations and individuals relevant to the work of the Institute.</li> <li>Organise and effectively deliver a range of engagement activities.</li> <li>Act as a trusted ambassador for NCOB's mission and vision with the ability to represent at external conferences, organisations, events.</li> <li>Develop and share expertise and relationships on issues related to policy areas within portfolio.</li> <li>Connect across the organisation, identifying and building links in particular with other Directorates.</li> <li>Participate (and lead where appropriate) on relevant policy and public facing work, ensuring bioethical and public perspectives are used to shape policy and practice at an early stage.</li> </ul>
<b>4. Resource and people management</b>	
	<ul style="list-style-type: none"> <li>Project manage across assigned substantive domains, working with members of the Senior Leadership Team and researchers on projects falling within the Senior Researcher's remit.</li> </ul>

	<ul style="list-style-type: none"> <li>Line management for junior staff members as required, and matrix-style management of researchers where appropriate, providing mentorship and project oversight.</li> <li>In collaboration with the Leadership Team, contribute to the execution of fundraising and partnership agreements with external partners as required.</li> <li>Act as a role model for NCOB's culture and values.</li> </ul>
<b>6. Other</b>	
	<ul style="list-style-type: none"> <li>The NCOB team is small and flexible. The above list of key responsibilities (and associated activities) is not exhaustive and may evolve over time. It may be necessary to carry out other work within the scope of the role, as reasonably requested.</li> </ul>

Person specification	Essential (E) or Desirable (D)
<b>Role Related Skills and Experience</b>	
Expertise and knowledge relating to the practical and ethical issues relating to embryo research in the UK.	E
Demonstrable experience of excellent research design, delivery and management skills, developing appropriate research questions, an ethical and practical research method, and overseeing research milestones that are met in a timely manner to a high standard of quality and rigour.	E
Excellent drafting, editorial, synthesis and analysis skills.	E
Experience of translating research and policy into impact, including how to shape policy and practice with different stakeholders.	E
Experience of supervising and constructively reviewing the work of others, supporting them to develop their professional and personal effectiveness.	E
Experience working in the public sector, policy or law (from industry, charitable or civil society organisations, international non-governmental organisations (NGOs), think tanks or learned societies).	D
Experience of doing policy or legal analysis, fieldwork, research or data collection.	E
<b>Leadership and People Management</b>	
Ability to work with a diverse range of stakeholders in a professional and collaborative way, treating external partners with respect and being highly communicative and responsive to partner needs.	E
Excellent project management and resourcing skills.	E
Ability to plan and execute an ambitious but achievable agenda with high impact	E

Skills to manage people, relationships and networks efficiently and with care, as required.	E
People management experience, or experience of managing the performance of others	D
<b>Personal Qualities</b>	
A demonstrable enthusiasm for bioethical issues and willingness to learn and immerse oneself in the policy, scientific, regulatory and legal implications.	E
Demonstrable strategic and tactical thinking, with a good antenna for impact, able to spot opportunities, gaps and positioning, weighing short-term and long-term ambitions for the organisation.	E
Ability to take an active role in contributing to NCOB's strategy, internal culture development and organisational growth.	E
Ability to work collaboratively with other teammates, including fellow researchers and members of cross-functional teams.	E
A commitment to reflective practice, regularly seeking and taking on board feedback from management and other team members in a constructive and positive manner.	E
Ability to communicate complex topics and research clearly to a range of audiences through a range of media, working with communications and public affairs colleagues in the development of outputs, communications plans, and parliamentary engagement.	E
Ability to act as a trusted ambassador for NCOB's mission, vision and work to external conferences, organisations, events without extensive oversight.	E