



## HOUSING LIN RESEARCH OFFICER

<b>REPORTING TO:</b>	Consultancy and Partnerships Manager
<b>LOCATION OF ROLE:</b>	Housing LIN Bristol (Easton) office, with opportunities for home working. Minimum of 3 days a week in the office required. National travel is required.
<b>HOURS:</b>	full time, 35 hours per week
<b>SALARY</b>	Depending on experience, in the region of £25,000 per annum
<b>TERM</b>	12-Month Fixed-Term Contract with opportunity to extend

### BACKGROUND AND POLICY CONTEXT

The Housing Learning and Improvement Network (Housing LIN) is a sophisticated network bringing together over 20,000 housing, health and social care professionals in the UK to promote innovative housing solutions for an ageing population and for people with care/support needs.

Reporting to our Consultancy and Partnerships Manager, the postholder will work closely with members of our consultancy team to progress and undertake desk-based and field research and advisory services and produce evidence-based reports and recommendations for our clients including local authorities, social and private sector housing providers, care/support providers, policy makers, commissioners and research funders.

But there is a lot more to the role: for example, working with our conference, events and communications team, and representing the Housing LIN externally.

Please see below some examples of previous work undertaken by the Housing LIN to give a flavour of the types of projects this role will support.

- [Identifying the health care system benefits of housing with care](#)
- [Older People from Ethnic Minorities in Kirklees: Housing Needs and Preferences Study](#)
- [Housing our ageing population: 2023 refresh](#)
- [Housing and accommodation needs assessment for people with learning disabilities in West Wales to 2037](#)
- [The TAPPI Inquiry Report: Technology for our Ageing Population: Panel for Innovation – Phase One](#)

The recent [Supported Housing \(Regulatory Oversight\) Act 2023](#) is likely to have implications for the Housing LIN. This act gives local authorities greater regulatory

and oversight powers of supported housing, including some types of older persons accommodation. The act also requires local authorities to have a greater understanding of the demand for supported housing in their areas. This could potentially influence the demand Housing LIN consultancy services including the development of supported housing need assessments.

## **PRIMARY ROLES AND RESPONSIBILITIES**

This is a key post within the Housing LIN's consultancy team.

The role involves working closely with the Consultancy and Partnerships Manager and Senior Data Analyst to deliver high quality consultancy, research and advisory services provided by the Housing LIN.

To be responsible for the delivery of qualitative data research and analysis as part of providing consultancy and research services for a wide range of clients. To work with the Senior Data Analyst to integrate qualitative and quantitative data and research.

To provide support with, as directed by the Consultancy and Partnerships Manager and Business Director, helping to produce tender responses that will secure new business; the management of consultancy, research and advisory projects; working effectively with team members, partners, clients, funders and other stakeholders; overseeing delivery of high-quality consultancy, research and advisory outputs; and ensuring that our work makes an impact supporting our clients' strategies and implementation plans, policy and practice developments, service improvements or innovation, and/or apply the learning from market research and evaluation.

To work closely on a day-to-day basis with the Consultancy and Partnerships Manager and Senior Data Analyst.

To undertake any other duties that are commensurate with the responsibilities of the role.

### ***Consultancy, research, and advisory services***

The key roles and responsibilities are:

- To be responsible for undertaking and reporting on qualitative and quantitative assessments and customer insights into the housing and care needs in relation to the lived experiences and aspirations of older people, people with disabilities and other people with care/support needs.
- To be responsible for identifying the most appropriate qualitative and quantitative desk-based and/or fieldwork research methods depending on project and client's requirements. For example, using a range of research and analytical tools and methods to collect and analyse data, and write research reports supported by a range of evidence, such as video, audio, graphs, tables and pictures.

- To plan, design, prepare and execute the most appropriate range of qualitative, customer/user and stakeholder research and analyses as required to meet consultancy clients' requirements.
- To undertake customer-led research and analytical work in different locations, including supporting qualitative research; for example, organising in person/digital focus groups, world café events or workshops, and providing statistical data, analysing policy documents, legislation, research, and good practice, as required.
- To support the development of quantitative analytical tools in partnership with the Senior Data Analyst and Consultancy and Partnership Manager to estimate demand for housing and support services for older persons, people with disabilities and other people with support needs (e.g. people who are homeless).
- To provide clear, well written and well-presented high-quality reports for internal use and for external stakeholders and clients.
- To effectively present findings from our consultancy and research projects and related business recommendations and customer insights to clients and stakeholders.

## ***Partnerships***

The key roles and responsibilities are:

- Support the development and implementation of the Housing LIN's Business Plan in consultation with senior staff members and other colleagues.
- Build and maintain strong relationships with clients, external stakeholders and communicate the Housing LIN's service and products offers, values and insights.
- Represent the Housing LIN with clients, partners and key stakeholders.
- Represent the Housing LIN as a speaker at events, both in person and virtually.
- Represent the Housing LIN on our partners' research projects as appropriate
- Collaborate with senior management and other Housing LIN staff to:
  - demonstrate the impact of the Housing LIN,
  - and showcase consultancy research projects and their outputs in an engaging and team and project meetings, away-days, workshops, conferences/events and other groups or networks, as appropriate effective way via the Housing LIN's communications' channels.

## ***General duties***

1. To comply with the Housing LIN's policies and procedures, including equal opportunities and diversity, and to have a personal commitment towards their implementation.
2. To work flexibly and respond positively to changing business needs.
3. Involvement in team and project meetings, away-days, workshops, conferences/events and other groups, as appropriate
4. Undertake relevant training and other learning opportunities and network activities to enhance professional and/or personal development.

## **WHY WORK FOR US?**

We are driven by the desire to create social change and improve the range of housing and support options for our ageing population. We use the term ageing population as a catch-all phrase, we are all ageing, we want to support the development of homes that are future proofed for us all.

We believe in putting people at the heart of decision-making and this ethos extends to our work ethic. We are a small organisation, that open to ideas from all staff and believe that no question is a stupid question!

We value our staff and are committed to making the Housing LIN a great place to work with excellent benefits:

- We are unique in offering a 'profit share' policy. Where and when possible, the Housing LIN will share a percentage of its net annual profits with staff, known as the 'profit share'. This is split equally between all staff and calculated at the end of the financial year.
- A pension scheme with employer contributions.
- Tax efficient savings through our Cycle to Work scheme.
- A wide range of learning and development opportunities.
- A work culture where equality and diversity is important and people are valued, respected and know that they matter.
- A small and supportive team with open communication.
- 28 days annual leave (including public holidays) pro rata.

## **OUR OFFICES**

We are kindly hosted by two organisations. We are predominantly based in the Bristol office, but the London office can be used when working in London.

This role will primarily be based at the Brunelcare head office in Bristol.

- Brunelcare's Saffron Gardens, Prospect Place, Redfield, Bristol, BS5 9FF
- PRP Architects, 10 Lindsey Street, Barbican, London, EC1A 9HP

## **PERSONAL SPECIFICATIONS**

	Essential	Desirable
<b>Education</b>		
An undergraduate degree in a relevant subject.	✓	
A postgraduate and/or professional qualification in a research, housing, health, and/or social care related discipline.		✓
<b>Knowledge</b>		
Politically astute, with some knowledge and awareness of housing and care issues, policy, and practice.	✓	
A sound understanding of the housing, health and social care sectors.		✓
An understanding of co-design and co-production in research.	✓	
<b>Experience</b>		
Experience organising and delivering qualitative research including focus groups, survey development, interviews.	✓	
Experience undertaking complex qualitative data analysis and synthesis.	✓	
Experience undertaking quantitative data analysis.		✓
Experience using mixed-method research to gather and analyse data, combining quantitative data and qualitative research to understand consumer preferences and market trends	✓	
Experience of developing evidence-based recommendations and reports.		✓
<b>Skills</b>		
Excellent oral, typing and written communication skills.	✓	
Ability to build effective relationships, influence and negotiate with internal and external stakeholders at every level of seniority.	✓	
Proven IT, data systems skills, and research project management skills.	✓	

Ability to prioritise a complex and demanding workload, and work on own initiative.	✓	
Ability to develop innovative and practical solutions to challenges.	✓	
Good team worker with a collaborative approach to work.	✓	