



**Senior Research
Manager**



2 year fixed term contract
Full time
Location – London/ flexible



Thank you for your interest in joining the superb team at the Mental Health Foundation.

This is a fantastic opportunity to join a growing organisation with an urgent and vital mission of prevention and promotion in mental health. For 70 years, we have been pushing forward the frontiers in our understanding of mental health. Interest has never been greater, and we have huge opportunities to make strides towards our vision of good mental health for all.

To achieve that vision, we are embarking on our next chapter with a new strategy for 2020-2025. We have the financial resources to achieve a transformation in our reach and impact. To do that, we need to build an organisation that lives its values and has a strong and diverse team that is dynamic, energetic and committed to working together.

We work to manage and prevent mental health problems. More resources are being dedicated to services and treatment which we welcome but the prevention of poor mental health now stands as one of the defining social issues of our time.

There is much more to do, and we are looking for an exceptional Senior Research Manager to enable the Mental Health Foundation to be the most effective it can be.

In this document we present information about the Foundation and about this vital role. If you are up for the challenge, I hope you will get in touch.

Kind Regards



Mark Rowland, CEO





WHO WE ARE

Our vision is good mental health for all.
The Mental Health Foundation works to prevent mental health problems. We will drive change towards a mentally healthy society for all, and support communities, families and individuals to live mentally healthier lives, with a particular focus on those at greatest risk. The Foundation is the home of Mental Health Awareness Week.

Making Prevention Happen

Since 1949, the Mental Health Foundation has been the UK's leading charity for everyone's mental health. With prevention at the heart of what we do, we aim to find and address the sources of mental health problems so that people and communities can thrive.

The Foundation aims to promote good mental health for all through research, policy, innovation, and campaigning.

Our approach:

Tell the world

We publish studies and reports on what protects mental health and the causes of poor mental health and how to tackle them.

Find solutions

We test and evaluate the best approaches to improving mental health in communities and then roll them out as widely as possible.

Inform and empower

We give advice to millions of people on mental health. We are most well-known for running Mental Health Awareness Week across the UK each year.

Change policy and practice

We propose solutions and campaign for change to address the underlying cause of poor mental health.



ABOUT THE ROLE

Place of work:	London
Grade:	Grade B, Level 1, Points 1-4
Salary:	Starting £40,000 rising to £46,000 plus £3,285 London Weighting
Contract type:	2 year fixed term
Hours:	Full time 35 hours per week
Department:	Research
Reports to:	Head of Research
Responsible for:	Senior Research Officer(s)
Budget responsibility:	Yes

Job purpose:

The Senior Research Manager will deliver ground-breaking new research projects that reflect and strengthen the Mental Health Foundation's strategic priorities and generate actionable insights, to work towards the Foundation's vision of good mental health for all.

With the Foundation's strategy as the starting point, the Senior Research Manager will work with the Research Team and colleagues in other key functions across the four nations, to identify research priorities and lead the delivery of core research Initiatives. A core component of all research will be the production of actionable insights that contribute to the Foundation's mission of good mental health for all.

At the Mental Health Foundation all research approaches are anchored by collaboration with people with lived experience. The role of Senior Research Manager will build on that collaboration and find Innovative ways to increase opportunities and deepen levels of participation.

The role will work across the organisation, utilising research and evaluation capabilities, to support the Foundation to be evidence-based in all its activities and decision-making. This is a senior role that will involve direct line management of members of the Research Team, supervision and support of colleagues on specific projects, representing the Foundation externally and deputising for the Head of Research both internally and externally, as required.



JOB DESCRIPTION

- To lead in the development and delivery of quality UK-wide research projects, in line with the Foundation's strategy, that contribute to positive change at regional and national levels.
- To plan, manage and conduct projects ethically and professionally, in keeping with the goals and ethos of the Foundation.
- To ensure all projects are developed and delivered through a sound research process; are contextualised by reviews of relevant literature, policy and practice; employ appropriate research design and methodologies; and involve participation of individuals and/ or groups of people with lived experience wherever practicable.
- To be mindful of audience from the outset, identifying fitting forms of evidence for the relevant audiences and, working in conjunction with colleagues from Policy, Programmes and Communications functions, develop effective dissemination plans tailored to those audiences.
- Working with Foundation colleagues in each of national offices, to incorporate considerations of the unique contexts of each of the four nations of the UK in research design, delivery and dissemination.
- To support the Head of Research in the leadership of the Research Team including line management of staff members, representation at senior meetings, development of the Research strategy and allocation of team resources.
- To identify new research opportunities and lead the development of these in consultation with senior staff across the Foundation's functions through. This includes bid writing, developing research proposals, designing studies, and providing other research support.
- To be responsible for the clear articulation and dissemination of research messages to external audiences where they will have impact on policy, services and public discourse. This may include publications in relevant peer reviewed journals, internal report writing, conference participation and publications.
- In collaboration with colleagues across the Foundation, to effectively plan and execute internal and external research projects (including defining the scope of the project, key messages for external communication, timeline development, organising project activities, managing problems, and ensuring quality control).

- Prepare and manage reports and other research outputs for publication within agreed timescales and ensure all outputs are of high standard.
- Lead on the management, delivery and dissemination of externally commissioned work (e.g., commenting on draft research instruments, such as questionnaires, and editing draft reports).
- Work with Fundraising colleagues to prepare proposals for grant applications to external funders and identify opportunities for corporate partnerships.
- Conducting thorough research to inform new and maintain existing public-facing digital content, enabling MHF to speak with a credible and distinct voice.
- To represent the Foundation at a range of levels, including co-ordinating and participating in briefings with academics, civil servants, other relevant policy makers and representing the organisation on public platforms.

General

- To promote and support the achievement of the Foundation's mission, goals and values.
- To act as a positive ambassador for the Foundation in all opportunities.
- To maintain a high standard of probity in professional, personnel and financial matters, maintaining good relations with colleagues and external partners and to act in accordance with the Foundation's code of conduct.
- To uphold and promote the Foundation's commitment to equality, diversity and inclusion, and the value of lived experience.
- To have due regard to safeguarding and health and safety issues.
- To undertake any other duties as may reasonably be required.

This job description is not contractual and is liable to change over time.



PERSON SPECIFICATION

	Essential	Desirable
Knowledge and qualifications	<ul style="list-style-type: none">• Demonstrable in-depth knowledge and understanding of research methodologies, with extensive experience in developing appropriate methodologies and corresponding primary research instruments for specific research projects.• Demonstrable knowledge and use of and commitment to the maintenance of research ethics, data protection issues and understanding of GDPR.• Demonstrable understanding of the UK mental health research landscape, including public mental health and the wider determinants of mental health.• Relevant degree qualification or equivalent relevant experience.	<ul style="list-style-type: none">• N/A
Skills and abilities	<ul style="list-style-type: none">• Evidenced commitment to an inclusive and participatory approach to research, prioritising the involvement of people with lived experience of mental health (both positive and negative experiences).• Evidenced outstanding clear and concise writing skills, with experience in collecting, analysing and presenting evidence in order to produce reports, data visuals, practical outputs and policy recommendations.	<ul style="list-style-type: none">• N/A

	<ul style="list-style-type: none"> • Evidenced strong communication skills including the ability to write influencing materials clearly (e.g. briefs, blogs, reports) and the ability to present material to diverse audiences. • An evidenced proactive and creative approach to research work, including use of innovative methods, an ability to be flexible and work collaboratively with others to design research that meets policy, practitioner, campaigning and/or communication needs. • Demonstrable team player with a track record of working collaboratively and cross-organisationally, ideally with policy, service-delivery, fundraising and communications teams. • Evidenced confident and kind leader who can motivate, Inspire and support Individuals and teams to deliver their best work and can contribute to a positive and constructive working environment. 	
<p>Experience</p>	<ul style="list-style-type: none"> • Demonstrable significant experience in a research role, including familiarity with a range of research methods and applied research approaches that translate research into policy and practice. • Proven experience of carrying out research looking at structural and social inequality issues, ideally relating to mental health. • Proven track record of building and maintaining strong networks and partnerships with external stakeholders to scope opportunities and deliver research outputs in partnership. • Evidenced experience of commissioning external research in a high pressure and reactive working environment including stakeholder management. 	<ul style="list-style-type: none"> • Demonstrable experience working (paid or unpaid) with people who have lived experience of mental health problems. • Demonstrable experience working (paid or unpaid) with members of communities or population groups that experience structural and/ or social inequality or adversity. • Demonstrable experience working across the UK and awareness of structural, societal and policy differences between the four nations and implications for research that arise from these.

	<ul style="list-style-type: none"> • Evidenced extensive experience of conducting and analysing quantitative and qualitative social research, including surveys, focus groups and in-depth interviews. 	
<p>MHF requirements</p>	<ul style="list-style-type: none"> • A commitment to working in accordance with the Foundation's values and essential principles as laid out in the Foundation's strategy. • Committed to equality, diversity and inclusivity, as well as the Foundation's aims. • Self-sufficient in the use of information and communications technology. • Ability to self-manage a full and varied workload. 	<ul style="list-style-type: none"> • N/A

Competencies for working at the Mental Health Foundation

We expect all employees to be able to use these competences to a high level in their roles.

During the recruitment process, at interview stage, we look for evidence of all these competencies.

- Expertise, knowledge and analysis
- Communication, influencing and promotion
- Relationships and partnership working
- Service focused
- Business aware
- Strategic thinking and decision making
- Leadership
- Adaptability and personal responsibility
- Innovative and creative
- Committed to personal development