

February 2022

substance.



Researcher

Role Profile

Job Title: Researcher

Reports to: Head of Research

Duration: Permanent subject to a 6-month probationary period

Start Date: April or as soon as possible thereafter

Hours: 37.5 hours per week

Salary: £20,000 - £25,000 per year

Role Profile

About Substance

Substance is a research and technology company working across different sectors and with many types of organisations including charities and social businesses; local, regional and central government; and national and international governing bodies. It has a specialist interest in the social dimensions and impacts of sport and physical activity.

Our core team is made up of experienced social researchers, technologists and programme managers, each with their own specialisms. What we share is an ambition to make organisations that do good have a greater impact.

Substance is based in Manchester but due to its policy of working primarily from home, have staff employed from all over the UK.

Who we work with

- National government departments, such as the Department for Digital, Culture, Media and Sport, Home Office, Department for Education and Department for Food, Environment and Rural Affairs.
- Regional and local government bodies such as the Greater London Authority and the Greater Manchester Combined Authority.

- National and international strategic organisations such as Sport England, UK Sport, Premier League Charitable Fund, Big Lottery Fund, the Environment Agency and Big Issue Invest.
- National charities, such as Royal National Lifeboat Institution, the Wellcome Trust, BBC Children in Need, MIND, Groundwork and MyBnk.
- National and international sport governing bodies including UEFA, national football associations, national governing bodies of sport, sports clubs and sport for development organisations.
- Local and regional delivery organisations including a range of football club CCOs and other sport for development, health and social organisations and charities.

Role Purpose

The core purpose of the Researcher position is to undertake quantitative and qualitative research work as part of the research team at Substance.

This will involve working on an exciting variety of projects of national importance. A key part of the role will be working on the Sport England Club Matters evaluation that Substance is undertaking for Sport England from 2022-25. However, the role will involve research work across our portfolio of projects including: research on the value of football for UEFA; research on social, economic and environmental impact of recreational sea angling for the UK and Welsh Governments (undertaken with Cefas); evaluating the Sport England GM Moving LDP; evaluating the Chances youth programme; researching the social impact of the Rugby League World Cup 2021; and assessing the BBC Children in Need Curiosity informal science learning programme. You will be involved in research, administration and analysis of these major research projects.

Activities will include literature and documentary reviews, recruitment and engagement of research participants and survey respondents, delivery of surveys, conducting interviews, focus groups, workshops and other digital qualitative research, preparing analysis and summary reporting.

Key Competences

Essential

- Graduate or similar experience.
- Knowledge of the sport development sector and experience of research in it.
- Great communication and interpersonal engagement with participants (face to face interviews, phone, email, social media).
- Database management skills - compiling, updating and extracting data from databases.

- Ability to conduct documentary and literature reviews, organize surveys and generate responses, conduct interviews, assist with focus groups and help publicise research.
- Ability to produce basic reviews and reports, statistical summaries and analysis.
- First-hand work experience of involvement in research projects within a university, company or organisation.

Desirable

- A knowledge of Sport England's work and strategy, club and community organisation development and the wider sport and social impact agenda will be an advantage.

Key Responsibilities

The Researcher will be responsible for:

Literature review:

- Conducting searches
- Identifying resources and creating databases
- Producing summaries

Assisting with interviews:

- Liaising with participants and scheduling interviews for research team
- Piloting interviews
- Conducting interviews and creating summaries.

Surveys:

- Assisting with the design and delivery of surveys
- Driving survey recruitment
- Carrying out surveys by phone, face to face etc.
- Creation of statistic summaries

Data management:

- Compiling, updating and extracting data from databases.

Fieldwork:

- Case study fieldwork (documentary, interviews, surveys, observations, focus groups) and producing summaries.

Contribution to reports:

- Liaising with project leads on findings • Assisting with the creation of reports for clients.

Role Benefits

The successful candidate will be entitled to the following benefits:

- 25 days annual leave per year on top of bank and discretionary Substance holidays.
- This rises by one day annually to a maximum of 30 days.
- Primarily working from home with option to work from Manchester City centre office.
- Contributory pension scheme.
- Salary Sacrifice scheme including cycle to work bike loans, childcare vouchers and other key lifestyle benefits.
- Eye care vouchers to cover eye tests and VDU glasses discounts
- Death in Service payment to nominated trustee.
- Free health service as part of an income protection scheme (available after 3 years' service).
- Professional development plans and support.
- Regular company social events