



JOB DESCRIPTION

Job Title: Principal Research and Evaluation Officer, CSA Centre

Department: Centre of expertise on child sexual abuse

Section: Children’s Services

Reports to: Deputy Director, Research and Evaluation

Line Manager and Budgetary Responsibilities:

- Direct reports:** Possible Research and Evaluation Officer and/or Research Assistant
- Indirect reports:** Possible commissioned researchers
- Budget managed:** Budgets for commissioning external studies

Context:

This is a role within the independent Centre of expertise on child sexual abuse (CSA Centre) for England and Wales, funded primarily by the Home Office and hosted by Barnardo’s. The CSA Centre aims to inform and improve policy and practice at local and national levels by identifying, generating and sharing high quality evidence on the current scale and nature of child sexual abuse, and what works to prevent and tackle it.

Key working relationships:

- Internal:** Knowledge and Practice Development team; Communications and Policy team; Barnardo’s research team colleagues
- External:** Relevant stakeholders, including UK Universities, research providers and other academic networks, research and policy leads at the Home Office, Ministry of Justice, Department for Education and other government departments; Foundations and other national what works centres; the Office for National Statistics.

Job Purpose:

To develop and manage elements of the CSA Centre’s programme of research and evaluation, to inform local and national policy and practice, improving the response to children affected by, and at risk of, child sexual abuse in England and Wales.

Key Responsibilities:

- Responsible for the delivery of research, evaluation and monitoring activity as agreed with the Home Office, Ministry of Justice and other funders, within the terms of the relevant grant agreements.
- Responsible for developing and delivering approaches to research, evaluation and monitoring activity that support sustainable changes to knowledge, understanding and practice, working closely with the CSA Centre’s team of Practice Improvement Advisers (PIAs) and Policy and Communication leads.



- Accountable for ensuring that research, evaluation and monitoring activity meet expected quality standards, managing processes relating to ethics, pre-publication review processes, and engagement with key stakeholders including experts by experience.
- Responsible for both proactive and reactive engagement with research and policy leads representing local authorities, education bodies, police forces, health agencies, voluntary organisations, universities and, where appropriate, within Government.

Key Activities:

- Lead/oversee processes in own area of responsibility, undertaking research, receiving research proposals/supporting commissioned work as required and ensuring research quality
- Plan, oversee and commission research and evaluation projects on child sexual abuse and related subjects, managing the procurement process from drafting specifications, contract management, quality assurance to ensuring delivery to time and budget
- Systematically identify evidence gaps, including through consultation with stakeholders.
- Support the CSA Centre's response to requests for information from key stakeholders, including planning for, and at times producing, accessible resources
- Develop evaluation/outcomes tools for use by others.
- Provide and facilitate support and challenge to commissioned research teams, for example managing project advisory groups.
- Promote and maintain positive working relationships with key stakeholders undertaking research and evaluation on child sexual abuse.
- Ensure learning from and support to post-graduate students studying issues relevant to the CSA Centre.
- Liaise with a range of relevant stakeholders, including UK Universities, research providers and other academic networks, research and policy leads at the Home Office, Ministry of Justice, Department for Education and other government departments; Foundations and other national what works centres; the Office for National Statistics.
- Work with colleagues in the Knowledge and Practice Development and Communication and Policy teams to ensure that research work and plans are informed by practice and the latest national policy developments, and to understand how to ensure that research is able to effectively impact on practice and policy.
- Write for publication including reports, briefings, blogs, academic publications and the wider media.
- To produce, or where commissioned externally, to manage the production of, accessible summaries of existing research, bringing confidence to the field, such as through Key Messages from Research papers and 'What you need to know' summaries. In all products, to share in the CSA Centre's commitment to clear, demystifying, non-stigmatising language.
- Support work to ensure that the perspectives of children/young people and other experts by experience are properly reflected in the CSA Centre's research work.
- Plan and deliver (with others) workshops, conferences, presentations and training events for a range of audiences, both virtually (via Zoom or MS Teams) and in person
- Keep up to date with relevant research, policy and legislation and anticipate their impact on the CSA Centre's work.
- To support the Deputy Director in preparing the CSA Centre's response to our funders' monitoring and other reporting requirements, with particular attention to capturing evidence of impact, including



attendance and presentations at cross-Whitehall Steering Group as well as the CSA Centre Advisory Board.

- As part of the Research and Evaluation Team, to assess the extent to which the CSA Centre work programme, and particularly those aspects relating to research, evaluation and/or monitoring activity, directly addresses the needs of minoritised and/or under-identified groups, including looked after children/care leavers, those with learning difficulties and disabilities; those of racialised heritage; lesbian, gay, bisexual and transgender people; and boys and young men as well as girls and young women.
- To undertake Equalities Impact Assessment screenings on all new pieces of research activity, and to review these at key points throughout the project.
- Manage project budgets.
- Be a representative of the CSA Centre at meetings, stakeholder groups and conferences and acts as a media spokesperson as required.
- Have regard to Barnardo's Safeguarding Policies and Procedures; Lone working policy; its research ethics guidance, and any developed by the CSA Centre itself, and other relevant policies.
- In line with the Data Protection Act, maintain confidentiality at all times in the collection, retention and analysis of data.
- Work within Barnardo's Basis and Values and Equal Opportunities policy.
- To deputise for the Deputy Director, Research and Evaluation, where necessary, including in discussions with senior civil servants.

This Job Description and Person Specification reflect the duties of the post as they exist at this time and may be subject to change based on the needs of the CSA Centre. The post-holder may be required to undertake other duties commensurate with the salary and competence requirements of this post from time to time as required.

Pre-employment checks will be required for the role.



PERSON SPECIFICATION

All criteria are essential unless indicated as desirable (D).

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Please note: Applicants must demonstrate in their application form that they currently use the skills outlined below or have used them previously in employment, education, training, volunteering etc.

Education/Knowledge

- Educated to Masters level or equivalent professional qualification/knowledge.
- Knowledge of current legislative, policy and practice developments and key research issues and findings in relation to child sexual abuse
- Strong understanding of a wide range of qualitative and quantitative research and evaluation skills.
- Excellent understanding of governmental and public sector landscapes, including charity sector; health and social care sectors; children's services; police.
- Understanding of equal opportunities policies and their application
- Understanding of child protection policies and their application
- Understanding of the aims and objectives of the Centre of expertise on child sexual abuse.
- Understanding of devolution and the Welsh Government (D).

Experience

Relevant post-qualification experience which should include:

Research experience

- Experience at a professionally specialised or managerial level.
- Significant and demonstrable experience of planning and delivering research and evaluation projects using a range of methodologies.
- Experience of working within ethics protocols.
- Experience of analysing complex written information and numerical data.
- Substantial experience of research or evaluation studies focused on vulnerable children/young people, and/or on those who commit child sexual abuse, ideally including direct data collection or participative work with these groups
- Working in cooperation with professionals within public or voluntary sector agencies, ideally children's services
- Experience of evaluation studies and knowledge of a range of evaluation methodologies



- Experience of working in a politically sensitive environment.
- Experience of working with sensitive and/or traumatic material
- Working in a participative manner with those with lived experience of abuse (D)

Management experience

- Experience of end-to-end process of commissioning research and evaluation.
- Managing staff/volunteers/teams.
- Managing a budget/resources.

Experience of working alongside multi-agency operational staff

- Experience of working in close cooperation with operational practitioners and managers – ideally multi-agency teams (D).
- Experience of managing relationships with multiple stakeholders, including those in academia, government departments and statutory bodies.
- Working in an equal opportunities and anti-discriminatory framework.

Skills/Abilities

- A high degree of analytical rigour.
- Able to understand and apply a wide range of research and evaluation methodologies.
- Able to manage sub-contracted work, including procurement process, monitoring delivery and ensuring requirements are met.
- Able to manage and motivate individuals outside of your direct control/line management.
- Strong time management and organisational skills, managing competing priorities and a portfolio of multiple projects.
- Strong writing skills, including evidence of published work for different audiences.
- Strong verbal communication and inter-personal skills, including the ability to persuade and negotiate.
- Strong facilitation skills

Circumstances

- Ability to travel and attend meetings within the UK in order to fulfil lead responsibilities.
- Ability to stay away from home and occasionally work unsocial hours.



Competencies

Strategic orientation:

Ability to translate the CSA Centre's strategic objectives into a cohesive work plan.

Professional/business initiative:

Ability to act independently and be self-reliant to explore appropriate solutions without being asked. Thinking ahead of the present to act on future needs and opportunities.

Organisational awareness:

Ability to identify external decision-makers and the key influencing individuals and to predict how new events or situations will affect individuals and groups within the organisation. Giving consideration to who needs to know, the level of urgency and the most appropriate communication channels.

Impact and Influence:

Ability to achieve individual and organisational objectives through the use of excellent communication skills, effective negotiating and influencing techniques. Ability to negotiate, convince and influence others in internal or external environments in order to get support for the Centre's desired agenda. External environments may include media, politicians, local authorities, and professional bodies.

Planning & Organising:

Ability to strategically lead and plan various projects within a portfolio, managing staff and consulting with others, and ensuring that products are delivered on time and to a high standard. Good project and time management skills. Ability to manage a diverse workload, progressing longer projects at the same time as responding to quick deadlines.

Problem Solving:

Ability to analyse in a logical way and identify patterns and connections which are not immediately obvious. Ability to effectively use evidence, to sift out the essential elements from a mass of complex information, and to integrate and synthesise ideas and information into a coherent whole.

Team working:

A commitment to building and maintaining an effective staff team. A commitment to working collaboratively, sharing information proactively and fostering good relationships with colleagues, external services and networks.



Managing Diversity:

Recognising the unique potential that individuals from differing backgrounds, experiences and perspectives bring to Barnardo’s. Utilising individual performance, developing staff, responding to changing working practices and acknowledging the changing customer/client base that the organisation operates with.

Barnardo’s Values and Behaviours, and Equality, Diversity & Inclusion (EDI) Code of Conduct

Actively demonstrate Barnardo's Basis and Values and EDI Code of Conduct in all areas of work:

- Respecting the unique worth of every person
- Encouraging people to fulfil their potential
- Working with hope
- Exercising responsible stewardship

Leadership and Management Behaviours

Act as a role model for the Barnardo's Leadership and Management behaviours:

- Driven to deliver
- Leading and engaging
- Strategic thinking

To be completed by the People Team / Pay and Reward Team

Job Title	Principal Research and Evaluation Officer, CSA Centre
Grade	B
Job Family	Enabling Services
Job Type	Senior Manager
Compensation Region	Rest of UK