



Job Advert: Research Officer (Open to Public Competition)

Family Carers Ireland (FCI) is *the* national charity supporting over 500,000 family carers across the country who dedicate their lives to caring for loved ones such as children or adults with physical or intellectual disabilities, frail older people, those with palliative care needs or those living with chronic illnesses or addiction. We provide a range of services and supports for family carers nationally from our local support centres.

Family Carers Ireland is currently recruiting a **Research Officer** reporting to our Research Manager.

A strategic objective of Family Carers Ireland (FCI) is to shine a light on the realities of caring. The **Research Officer** will work with the Research Manager to help deliver our current and future research initiatives and support building our capacity by evaluating the effectiveness of our interventions. The role will have a particular focus on developing FCI's work in relation to two key areas:

- Evaluation of internal projects;
- Support the establishment of a 'Family Carer Register'

The successful candidate will also provide administrative support and assistance with carer involvement in research, carer recruitment, data entry, data cleaning, simple data coding, document editing, proof reading, and dissemination activities with stakeholders at all levels.

Role Criteria: The successful candidate should possess the following criteria.

- Master's degree in health, social policy, sociology, human rights or a related discipline;
- An understanding of the strengths and weaknesses of qualitative and quantitative social research methodologies and how to apply these to evaluation studies;
- Practical experience in data collection, data entry, interviewing, survey administration, in either a university, clinical or organisational setting;
- Proven record of producing accurate and high-quality work to tight deadlines;
- Proven ability to communicate effectively verbally and in writing to different audiences;
- Understand, support and drive the vision and mission of Family Carers Ireland;
- Excellent IT skills, including database management and experience working with MS Word, Excel, Outlook, PowerPoint, CRM etc.;
- Experience and confidence using virtual technologies such as Zoom, Teams and videoconferencing platforms;
- Proven networking skills;
- Flexibility in attitude and approach to the job;
- A strong work ethic;
- Have excellent interpersonal skills with a proven ability to work collaboratively;
- Ability to multi-task in a very fast-paced work environment;
- An understanding of the issues facing family carers;
- Driving licence, with access to car.

Terms & Conditions: Three year fixed-term contract (37 hours per week; Monday - Friday). The successful candidate will adhere to a hybrid model of working i.e. from their home location and from a Family Carers Ireland location. Flexibility to travel to meetings as required is essential. The remuneration for this role includes an annual salary of €40,000 and access to a defined contribution pension scheme. The annual leave entitlement of 26 days per year.

Application Process - Applicants are invited to submit their up-to date CV and cover letter demonstrating how they meet the above criteria to recruitment@familycarers.ie no later than **Friday, May 27th 2022**.

Family Carers Ireland is an Equal Opportunities Employer