



Job Advert: Research Officer (Caring Employers Programme) (Open to Public Competition)

Family Carers Ireland (FCI) is *the* national charity supporting 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 supports and services for family carers nationally from our local support centres.

Family Carers Ireland (FCI) is currently recruiting a **Research Officer (Caring Employers Programme)** reporting to the Marketing Manager. The Research Officer for the Caring Employers Programme will assist in the development, management and implementation of the Caring Employers project for Family Carers Ireland (FCI), as funded by Dormant Accounts. The programme is an innovative initiative that aims to support family carers who juggle paid employment outside the home alongside a family caring role in the home. Caring Employers seeks to work with companies to provide practical supports for their employees who are family carers with the key objective of keeping family carers working and it uses research methods to ascertain and analyse the needs of employees who are carers. This exciting new role will involve identifying and recruiting new member targets and opportunities, as well as a rigorous approach to research, involving conducting and disseminating surveys, focus group facilitation, analysis of data, report creation and delivery as well as fielding intensive carer-related cases to the wider Carer Supports Team within FCI. The successful candidate will have a proven track record in engaging key stakeholders in cross-organisational activities and will be an excellent relationship manager, ideally with experience of conducting research.

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

- A degree in Research is preferable, but a degree in the following subjects may also be particularly useful:
 - Marketing
 - Business
 - Communications
 - A range of disciplines, such as health, psychology, or sociology, with an emphasis on research methods.
- Minimum one years' post-graduate experience in a professional environment is essential. Family carers welcome to apply.
- Experience in copywriting and design a bonus.
- Understand, support and drive the vision and mission of Family Carers Ireland;
- Encourage team working and effective communication with colleagues;
- Ability to prioritise tasks and work within a dynamic environment;
- Have an excellent eye for detail;
- Demonstrate practical experience in data collection and survey administration, data entry, interviewing and conducting focus groups, in a university, clinical or other organisational setting;
- Awareness in digital media techniques;
- Excellent IT skills- mainly MS Word, Excel, Outlook, PowerPoint, CRM, etc. and experience of using survey platforms such as Survey Monkey;
- Experience and confidence using virtual technologies such as 3CX, Zoom, Teams and videoconferencing platforms;
- Proven networking skills;
- Flexibility in attitude and approach to the job;
- A strong work ethic;
- Influencing, negotiation and facilitation skills;

Terms & Conditions: Fixed term contract up to 31st December 2026, 18.5 hours per week. The role will be based at Family Carers Ireland, Kingswood, Dublin on a hybrid model. The remuneration for this role includes an annual salary of €16,790 and access to a defined contribution pension scheme. The annual leave entitlement for this role is 13 days per year. We recommend prospective candidates to contact us on the email address below for a copy of the full job description or details regarding the terms and conditions of the role if they wish.

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 **31st January 2025**.

*Family Carers Ireland is an Equal Opportunities Employer
This role is funded by Pobal*

