

Research Manager

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.

 **Remote - flexibility to travel to meetings**

 **Hybrid - 37 hours per week Monday to Friday, however there may be flexibility to work a 30-hour week with salary and annual leave prorated accordingly.**

JOB SUMMARY

The Research Manager will have a proven track record in managing research projects including liaising with vulnerable groups, academics, and funders; planning and coordinating teams; managing budgets; and have excellent report writing, presentation and dissemination skills.

They will have an excellent understanding of both quantitative and qualitative methodologies, including designing and analysing surveys, moderating workshops, conducting interviews, and analysing data.

ROLE CRITERIA

The successful candidate must possess the following qualifications, skills and experience:

- Masters or PhD level qualification in health, social policy, sociology, human rights, or a related discipline.
- At least 3 years' experience working on Irish health, disability, or social care policy.
- Proven experience of planning, managing, and delivering research projects.
- 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 - mainly MS Word, Excel, Outlook, PowerPoint, CRM, etc.
- Experience and confidence using virtual technologies such as Zoom, Teams and video-conferencing 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.
- Driving licence, with access to car.

Terms & Conditions: Permanent, 37 Hours per week Monday to Friday however there may be flexibility to work a 30-hour week with salary and annual leave prorated accordingly. The successful candidate will adhere to a remote model of working. Flexibility to travel to meetings as required is essential. Prospective candidates may contact us for a copy of the 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 **Thursday, October 30th, 2025.**