

Research Assistant/Fellow

Care Home Friends and Neighbours:
Intergenerational Linking Project

Division of Nursing

School of Health Sciences

www.city.ac.uk/

February 2022



Role Profile	
Post:	Research Assistant/ Fellow
Department:	Nursing
School:	School of Health Sciences
Grade:	5B/6
Tenure:	Permanent with funding fixed term until 28 February 2023 at 0.4 FTE
Responsible to:	Tom Owen (Director, My Home Life England)

Context

Applications are invited for a Part-time Research Assistant /Fellow to work for 12 months on the final year of a 3 year appreciative action research project (Care Home Friends and Neighbours: Intergenerational Linking project (CHFANs:IL) <http://carehomefans.org/intergenerational-linking/>) across England.

CHFANs:IL is part of the Government initiated #iwill campaign (<https://www.iwill.org.uk/>), which believes all young people should be supported and empowered to be active citizens. The project is being undertaken by My Home Life (<http://myhomelife.org.uk/>), which promotes quality of life and delivers positive change in care homes for older people; in collaboration with The Linking Network (<https://thelinkingnetwork.org.uk/>), which supports schools and communities to develop a positive, cohesive ethos by helping children, young people and adults to explore identity, celebrate diversity, promote community and champion equality. CHFANs:IL builds on previous community engagement work with care homes (Care Home Friends and Neighbours, CHFANs, <http://carehomefans.org/>), but this project has a more specific focus on the engagement of young people (5-14 years) with older people.

The project is being funded by the Dunhill Medical Trust (DMT) and The National Lottery Community Fund (NLCF) and is led by My Home Life England at City, University of London.

The aim of this project is to adopt an appreciative action research approach to co-create, pilot and deliver a range of CHFANs:IL initiatives in 11 local areas with the purpose of:

- 1) developing a long-term volunteering habit, in particular, amongst young people aged 5-14 years from less advantaged socioeconomic backgrounds through provision of high-quality opportunities and support;
- 2) connecting the residents of care homes for older people with their local communities in a way which is flexible, practically achievable and self-sustaining.
- 3) share the lessons learnt

The 12 local CHFANs:IL initiatives will be independently funded by DMT and NLCF and delivered by grantees, who will be recruited to be co-inquirers in the work.

Job Purpose

You will work alongside the core team and the grantees/co-inquirers to identify and analyse impact data and learning points, adopting an appreciative action research approach, in relation to the following questions:

1. What is currently working well with youth social action in care homes (5-14 years)?
2. What do young and older people value most about youth social action in care homes?
3. How can schools, community youth organisations, and care homes work together to enhance youth social action in care homes?
4. What can society do together to make it happen more of the time?
5. How does intergenerational linking with care homes affect attitudes of young people and those living in care homes?

You will also be supporting the core team on financial and administrative management and undertaking occasional literature scoping reviews to inform the work.

Main Responsibilities

- Working with the core team and co-inquirers to collect local impact data and learning points from the initiative in line with all the stages of research project (ethical approval is in place)
- Developing and maintaining project management systems and employing established systems for data collection, storage and analysis.
- Analysis of large qualitative datasets and report writing
- Maintain positive relationships with the national core team and local project co-inquirers.
- Promoting and role modelling the ethos of #iwill campaign, My Home Life and The Linking Network
- Ensure the project is being conducted in line with ethical approval and seek amendments, if required
- Ensure any contact with young and older people is in line with local safeguarding policies
- Help deliver research at a local level, across England
- Deliver reports, peer-reviewed and other papers, presentations and user-friendly resources.
- Supporting dissemination activities to a broad range of audiences
- Provide research advice and general support to the My Home Life team.

Additional Responsibilities

- Support the delivery of events to promote our work
- Support the team in applications for new project funding
- Contribute to team discussions and occasional minute taking
- Some travel across England and occasional out of hours work is required

Additional information

- The post holder must at all times carry out their responsibilities with due regard to City, University of London's Equal Opportunities Statement.
- The post holder must accept responsibility for ensuring that the policies and procedures relating to Health and Safety in the workplace are adhered to at all times.
- The post holder must respect the confidentiality of data stored electronically and by other means in line with General Data Protection Regulation 2018 (GDPR) the Data Protection Act 2018.
- The post holder must carry out their responsibilities with due regard to the non-smoking environment of City, University of London.
- **Sustainable Development**
City, University of London is committed to a policy of best practice to assist in building a sustainable way of life by taking a positive, solutions-orientated approach. All post holders are encouraged to contribute through their roles to improving the environment for City and the wider community.

Details of policy, information and staff development supporting the policy on the environment and sustainability can be found at www.city.ac.uk/green-policies.

The above list is not exclusive or exhaustive and the post holder will be required to undertake such duties as may reasonably be expected within the scope and grading of the post. All members of staff are required to be professional, co-operative and flexible in line with the needs of the post, Department, School and City, University of London.

Job descriptions should be regularly reviewed and at least prior to the annual appraisal, if applicable or on a regular basis to ensure they are an accurate representation of the post.

Equality, Diversity and Inclusion Statement (EDI)

City, University of London is committed to promoting equality, diversity and inclusion in all its activities, processes, and culture, for our whole community, including staff, students and visitors.

We welcome applications regardless of gender, sexual orientation, disability, marital status, race, nationality, ethnic origin, religion or social class. For more information on our approaches to encouraging an inclusive environment, please see our [Equality, Diversity and Inclusion Pages](#).

Person Specification	
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Criteria	Essential (E) / Desirable (D)	Method of Assessment (Application (A) / Interview (I) Exercise (E))
Qualifications and Knowledge		
A first degree in a relevant discipline (for example psychology, nursing, or social science)	E	A/I
A Masters degree in a relevant discipline (for example psychology, nursing, or social science)	E	A/I
A higher level research degree (PhD) in a relevant discipline (for example psychology, nursing, or social science). This will be required for Fellow applicants only.	D/E	A/I
Experience		
Research/Working with practitioners in schools or community youth organisations	D	A/I
Research/Working with practitioners in care homes	D	A/I
Qualitative social research and/or Mixed Methods	E	A/I
Intergenerational evaluation	D	A/I
Appreciative Action Research	D	A/I
Experience of working with practitioners in health, social care and/ or education/ youth policy	D	A/I
Experience of writing research and or lay reports	E	A/I
Skills and Abilities		
Research (literature reviewing, ethical approval, data collection and analysis, report writing, publication and wider dissemination activities)	E	
Co-creation and co-production skills	D	
A collaborative, relational and facilitative style	E	

Project management skills, including budget management	E	
Able to work independently and flexibly to meet agreed deadlines	E	
Excellent communication and interpersonal skills	E	
Able and willing to travel occasionally across England (less every three weeks on average)	E	
Social media (Twitter, Instagram, Facebook, You Tube, WhatsApp	D	
Microsoft Office (Word, Excel, PowerPoint, Outlook, OneNote, OneDrive, Skype for Business, Teams) and Zoom	E	

Salary and Conditions of Service

The salient features of conditions of service for Research and Analogous staff are as follows:

- Salary will be within the range of £35,326 to £44,706 per annum on Grade [5B/6] of the salary scales for Research and Analogous staff.
- Annual Leave is 30 days, plus 8 statutory and 4 additional days during the Christmas holiday period.
- Automatic entry into the Universities Superannuation Scheme (USS) with the option to opt out.
- ***This post is fixed term for 12 Months.***
- ***This post is part time (0.4 FTE).***
- ***This position is exempt from the Rehabilitation of Offenders Act 1974 and as such a Disclosure and Barring Service check will be required for this post.***
- All offers of appointment are subject to City receiving satisfactory references and medical clearance.
- All posts at City are subject to reasonable adjustment under the Equalities Act (2010).
- All appointments at City are subject to a probationary period.
- The appointment is terminable by three months' notice on either side.

Applications

When preparing your application, you should address carefully the post details enclosed and in particular the qualities outlined in the Person Specification. Please include examples where appropriate.

All applications must be received by the advertised deadline.

Further Information

City operates a no smoking policy.

City offers an excellent pension scheme, generous leave allowance, season ticket loan, a good working environment and access to fitness and social facilities.

City confirms its commitment to equal opportunities in all its activities. It is intended that no job applicant or employee will receive less favourable treatment on the grounds of political belief, sex, sexual orientation, disability, marital status, race, nationality, ethnic origin, religion or social class. Selection and promotion criteria are kept under review to ensure that individuals are treated on the basis of the job requirements and on their relevant personal merits; and are not disadvantaged by conditions or requirements which cannot be shown to be justifiable.

If you have a disability and are interested in this post, City welcomes your application. For an informal discussion you may wish to contact the HR Administration Team on:

Telephone: 020 7040 3085

E-mail: hradmin@city.ac.uk