

## Money and Mental Health Policy Institute

### About us

People with mental health problems are three times as likely to be in problem debt: we're here to change that. Money and Mental Health is an independent research charity, committed to breaking the link between financial difficulty and mental health problems. We conduct research, develop practical policy solutions and work in partnership with both those providing services and those using them to find what really works.

### Job description: Research Officer

We are now looking for an ambitious, enthusiastic person with a demonstrable interest in mental health or public policy to take on a research officer position. Money and Mental Health is a champion of mixed methods research, combining analysis of quantitative and qualitative data to understand the size and shape of the financial challenges facing people experiencing mental health problems and identify specific opportunities for intervention. All candidates should be comfortable with both qualitative and quantitative research, though at this time we are particularly interested in meeting candidates with a quantitative background.

The successful candidate will have the unique opportunity to help make a real difference to the lives of thousands of people living with severe and enduring mental health problems. Set up by Martin Lewis, of MoneySavingExpert in spring 2016, we are a small dynamic organisation that works flexibly and intensively across a range of policy areas. During our first two years we have worked tirelessly to drive our research into headlines, boardrooms and legislation, and we are excited to welcome a new member into our friendly team.

As part of the team you will have the opportunity to contribute to the overall direction and the day-to-day functioning of the organisation.

### Objectives of post:

- Designing and conducting quantitative research, including secondary analysis of national datasets, and design and analysis of in-house surveys and national polling
- Organising and conducting focus groups and interviews and designing research materials
- Undertaking literature reviews
- Drafting research outputs, including written reports and blogs
- Identifying and putting forward proposals for policy
- Contributing to the impact of the Institute by collaborating with the External Affairs team
- Develop and maintain relations with key stakeholders and counterparts in partner organisations

## Person specification

Curiosity, enthusiasm and strong organisation skills are critical to success in this role. We're looking for a candidate with excellent verbal and written communication skills, intellectual curiosity and an analytical mindset. A passion for improving lives is the biggest prerequisite.

### Essential characteristics:

- Relevant undergraduate degree or equivalent experience
- Knowledge and understanding of quantitative research methods, including basic Stata and Excel skills
- Comfortable interpreting and presenting data-driven analysis to a non-technical audience
- Confident written and verbal communication skills: comfortable writing for a range of audiences, presenting complex information in easy-to-understand formats
- Hard working and committed, taking direct ownership of issues and seeing matters through
- Project management skills, including working to multiple deadlines
- Understanding of qualitative research methods, including depth interviews and focus groups, and qualitative data analysis techniques
- Demonstrable interest in mental health and other key issues on which the Institute works
- Willingness to undertake a basic criminal record check - this role involves unsupervised contact with vulnerable adults.

### Desirable characteristics

- Master's degree including formal research methods training or equivalent
- Understanding of statistical modelling including regression analysis
- Professional experience of undertaking quantitative research projects
- Understanding of research ethics

## Terms and conditions

- Closing date is noon on 18 June. Interviews will be held 27 and 28 June.
- Salary: £27,515 per annum (FTE)
- Hours: full time
- Reporting to: Head of Research and Policy
- Duration: Permanent contract
- Location: Central London office
- Pension: opportunity to be enrolled in the work pension scheme (subject to meeting standard auto-enrollment qualifying criteria)
- Holidays: 25 days per annum plus bank holidays (including 3 days between Christmas and New Year when the office will be closed)

We operate a flexible working culture. Within reason, and upon agreement from management, employees are free to change their working hours. We are an equal opportunities and [Mindful employer](#), and welcome applications from all - including those with lived experience of a mental health condition.

### How to apply

If you are interested in this position please apply by email to [nicola.bond@moneyandmentalhealth.org](mailto:nicola.bond@moneyandmentalhealth.org).

Please send:

- a CV - no more than two sides of A4, including two references - references will not be contacted without prior permission
- a covering letter- no more than one side of A4, in no smaller than size 11 font
- a blog post summarising and responding to [this journal article](#), maximum 700 words
- [an equality and diversity monitoring form](#)

*Please ensure that all documents are sent in pdf format. Documents sent in another format will not be accepted.*

*The [equality and diversity monitoring form](#) is voluntary and will be immediately separated from your application; this will not be reviewed as part of the application process. Please do not put your name or any personally identifying information on this form.*