



## Job Description

<b>Job title:</b>	Research Officer
<b>Group:</b>	Evidence, Advocacy and Campaigns
<b>Grade:</b>	G2
<b>Reporting to:</b>	Head of Data & Research
<b>Location:</b>	UK

Lumos is an international children's charity founded in 2005 by children's author J.K. Rowling to end the harmful practice of institutionalisation of children. Lumos' mission is to fight for every child's right to a family by transforming care systems around the world. Our vision is for all children to grow up in safe and loving families.

Despite clear evidence of the harms of institutionalisation, an estimated 5.4 million children worldwide continue to live in institutions. Separated from their families and communities, these children are deprived of the love, attention and opportunities they need to thrive. We've made important progress in closing harmful institutions and reuniting children with their families. And where children are unable to live with their birth families, we promote alternative family-based care, such as kinship care and quality foster care. Thanks to our tireless efforts alongside many other champions of care reform, the harms of institutionalisation are now more widely understood. A global movement is underway and the UN, the EU and some large development agencies have joined individual countries in pledging to change how they care for vulnerable children. We are committed to ensuring that global policy commitments are translated into local action, leading to sustainable change for vulnerable children.

Over the past 15 years Lumos has worked directly in different countries around the world to demonstrate that it is possible to change systems of care and fulfil children's rights. Building on our heritage and direct experience of systems reform, our new strategy focuses on sharing learning with others to reach more children and amplify the impacts of our work on children's lives. Our new strategy has three priorities:

**Building Global Expertise:** We'll use our knowledge and experience to support those responsible for reforming care systems in their own countries. This will include providing technical support, evidence and guidance to help design and run better care systems, as well as learning exchanges where they can share experiences and challenges.

**Catalysing Change:** we'll use evidence to motivate and press governments to reform the way they care for children. This will involve leading targeted research and advocacy campaigns to identify and tackle the drivers of institutionalisation, promoting accountability by tracking and highlighting progress, and influencing international funding, programmes and policy.

**Demonstrating & Innovating:** Building on our heritage of successful programmes showing how care systems can be reformed, we'll use what we've learnt in the past to support partners with their own reform efforts. Over the next two years, as we complete our current country demonstration work in Eastern Europe, we'll identify programmes in new regions – building expertise and evidence of what good care reform looks like in new and challenging contexts, particularly for those children that typically get left behind.



## Scope

Evidence and learning are right at the heart of Lumos' mission to end institutionalisation of children globally. The Research Officer will play an important role in the Data & Research Team in the newly formed Evidence, Advocacy & Campaigns Group.

## Job objectives

### Objectives:

- Undertake research and analysis projects to address gaps in the evidence base and further Lumos' mission for children
- Contribute to research design and planning at Lumos; and to the design and implementation of high-quality data collection methods and instruments
- Document transferable learning from our country demonstration programmes (in partnership with colleagues from the Demonstration Programmes Group).
- Support implementation of the Organisational Results Framework, including technical specification of data requirements, liaison with country offices and groups, data preparation, analysis and reporting
- Analyse quantitative and qualitative research data, using appropriate analytical strategies and techniques
- Draft and prepare reports of findings to a standard suitable for publication
- Contribute to the collection, quality assurance and reporting of data for our annual impact report
- Coordinate the production of research -related publications, including liaison with Communications colleagues, proof-reading and ensuring accurate referencing.
- Disseminate findings to a range of specialist and non-specialist audiences and in a range of formats
- Help to nurture a culture of learning and continuous improvement, building the confidence and capabilities of colleagues to use data and evidence in their everyday work
- Support the Fundraising & Communications Group with advice and expert input to fundraising applications, such as design of theories of change, log frames and monitoring, evaluation and learning plans
- To contribute to the design of child outcomes and evaluation studies for particular demonstration countries, ensuring the methodology is appropriately tailored to local contexts, populations and systems [From 2022]
- Undertake other monitoring, research and analysis assignments as required

### Person specification

#### *Essential:*

- A strong commitment to children's rights and international development
- Postgraduate level training (or equivalent applied research experience) in social research, economics, statistics (or related discipline with strong methodological training)
- Strong knowledge and experience of a broad range of quantitative and qualitative evaluation and research methods (especially statistical modelling for analysis of pre-post data, qualitative comparative analysis, realist evaluation approaches)
- Ability to use appropriate theory and logic to underpin research design



- Substantial experience of leading research studies through all stages from study design through developing instruments, data collection and data analysis to effective reporting and dissemination of findings
- Self-starter with strong initiative, excellent organisational skills and the ability to deliver projects on time and to a high standard
- Ability to identify, critically appraise and accurately communicate research evidence
- Excellent communication skills, with strong command of spoken and written English
- Experience of drafting and editing reports for a range of audiences, with the ability to convey findings clearly, accurately and for impact, including proven skills in Powerpoint
- Proven skills using Excel and/or databases for data management
- Proven ability to manipulate data in statistical software platforms (e.g. SPSS, STATA, R,) for data reconciliation, cleaning, labelling and exporting data in accessible formats for use by non-research colleagues. Proven quantitative data analysis skills using these platforms
- Familiarity with qualitative analysis software or mixed methods platforms, e.g. NVIVO, Atlas.ti, Dedoose
- A great team-player, with a strong customer focus and the ability to collaborate effectively with non-specialists and people from diverse backgrounds and cultures
- Commitment to applying high standards in data protection and research ethics

*Desirable:*

- Advanced quantitative analysis skills, e.g. logistic regression, Bayesian networks, multilevel modelling
- Knowledge of economic appraisal and evaluation methods
- Experience and familiarity with mobile data collection platforms (e.g Open Data Kit, Survey CTO)
- Experience of ethnographic and participatory research methods
- Experience of conducting research fieldwork in Low or Middle-Income Countries
- Experience using data visualisation and GIS mapping
- Knowledge of data science tools and techniques (e.g. programming in Python/R, data reduction techniques)
- Familiarity with learner-centred digital teaching and learning approaches and methods is a plus
- Knowledge or experience of international development, social work, child health, education, law or children's rights
- Experience of working with international NGOs
- Experience of living and working abroad
- Knowledge of a language in addition to English
- Lumos has a dynamic approach to its work and flexibility will be required to take advantage of new opportunities
- This role will require some international travel

### **Safeguarding Statement**

Lumos recognises that the rights of safety and security are aligned with its core mission of ending institutionalisation. Effective and robust safeguarding sit at the heart of our mission and values, and accordingly, Lumos is committed to ensuring the safety and protection of children and vulnerable adults in all its work. We expect all staff, associates and volunteers to share this commitment. Lumos will



carefully screen all applicants and any offers of employment are subject to appropriate employment and background checks, as well as suitable references from previous employers.

Lumos is committed to ensuring the safety and protection of children and adults at risk in all of our work. All staff and associates must:

- Carry out all duties with an awareness and understanding of the Safeguarding requirements within the area of responsibility.
- Ensure work complies with all safeguarding policies and procedures that apply to the role.
- Ensure that their behaviours and actions support the safeguarding of children, young people and adults at risk as appropriate.

### **Equality, Diversity and Inclusion Statement**

Lumos is wholly committed to equality, diversity and inclusion and against all forms of discrimination.

We are committed to creating and sustaining a positive working environment that encourages, supports and gives a voice to all, so that we can best support the children we serve. We must ensure that all staff are equally valued, included, empowered and respected across the organisation and in everything we do.

Lumos is fundamentally built on diverse, multi-national and multi-cultural teams. This is something we cherish as a key strength and an integral part of our identity. Our organisation values and celebrates the diversity, culture and experience of each member of staff, provides equality of care, and support to everyone.

We pledge to listen carefully, to educate ourselves continually, to promote open dialogue, and to seek out and deal with discrimination and prejudice wherever it occurs in Lumos.