

SALUS Global Knowledge Exchange

Research Associate

Candidate Brief

July 2020

Role description

Post: Research Associate

Accountable to: Managing director

Location: Billericay, Essex, with the option to work remotely

Salary: £28,000-£35,000 per annum

Deadline for applications: 24 July, 2020

Role context

SALUS Global Knowledge Exchange is a leading global media, events and research organisation with a vision to improve population and planetary health by design. Our mission is to create, share and disseminate knowledge concerning the relationship between human health and the natural, built and social environment with a focus on the intersection of science & technology, architecture, lifestyle, urbanism and sustainable development. We are the organisers of two world-leading international congresses that support this mission, entitled Healthy City Design and European Healthcare Design.

A new position has arisen for an ambitious research associate seeking an opportunity to:

- Work on projects addressing the urgent issues of population and planetary health
- Work at the forefront of the emerging and exciting field of healthy city design
- Work on 'live' projects translating research into practice
- Collaborate with a network of leading UK and international experts in the field
- Make an impact at the intersection of research, practice and policy
- Build digital media, communication and stakeholder engagement skills
- Grow a professional and research network

Role purpose

The Research Associate will play a critical role in driving the organisation's vision across all of its media, events and research activities, working directly with a small and experienced management team and a wider network of international advisors and consultants.

In the next 18 months, a significant part of the role will contribute to a commissioned international project to inform the future development of a major new settlement. The work includes the development of reports to the end client on how to implement evidence-based approaches in the design of a community that supports healthy and sustainable living at an international standard.

The role will also:

- a) support the programme development and delivery of two international congresses and associated webinar programmes
- b) support the programme delivery of two international awards programmes
- b) support editorial, digital media and book publishing activities

Principal duties

The following duties outline the principal duties but are non-exclusive.

Knowledge management: To contribute and support the administrative and commercial development of SALUS' knowledge base/asset, promoting and developing the value to its global network

Project based Research: Includes internal research and knowledge management, and externally commissioned research; as well as undertaking basic research, including design and planning of literature reviews and synthesis of evidence for a range of audiences

Project and task planning: To deliver projects on schedule through advanced project management, administrative and problem-solving skills, combined with exemplary attention to detail.

Communication: To provide project brief development, editorial and report writing, oral presentations and potentially webinar chairing/hosting, requiring strong personal written and oral communication and engagement skills, with the ability to communicate challenging concepts and ideas effectively with an understanding of both the research and the commercial context.

Teamwork: To contribute towards a team ethos within a dynamic, multi-disciplinary, deadline-driven environment, typically working remotely with both the internal management team and staff, and external advisors and consultants.

Networking (internal & external): Contributing to the development of the SALUS global community through the development of strong relationships with researchers, practitioners and policy thinkers.

Person Specification

Essential:

- Masters level qualification in a public health and/or built/natural environment discipline (including but not limited to environmental health, public health, urban design, landscape design, architecture, town planning)
- A clear understanding of the links between population health, planetary health and the natural, social and built environment
- Strong communication and problem-solving skills and commitment to the SALUS vision

Desirable:

- Working toward or has completed a PhD
- Experience of working in a commercial practice (eg. architect, urban planning, real estate) or/and a public sector organisation (eg local authority/public health).
- Qualification includes or is specifically related to healthy urban design

Skills, knowledge and experience

Critical skill range: *As appropriate to the level of this role. Skills may be demonstrated through a mix of qualifications, professional experience or relevant personal pursuits/activities.*

- An interest in and knowledge of the field of healthy urban planning and design
- Planning, implementing, and executing research.
- Research design, inc. question design using appropriate methods, protocols, and techniques.
- Executing research including analysis.
- Writing – academic research outputs.
- Writing skills to include: initial drafting, review, and finalising outputs including working with team members (both internal and external) to integrate changes.
- Demonstrated commitment to continuous learning and updating knowledge and understanding in area of specialism.
- Good communication skills: written outputs, academic groups, practice / industry groups; experience presenting/chairing at conferences / events / webinars
- Commitment to building own network and contacts.
- Social media: demonstrated confidence in use of various social media platforms.
- Is self-motivated, can manage own time and workload. Can work to a deadline.
- Technology: confident user of digital technology and associated software packages including Microsoft Office.
- Reference management: knowledge of reference management software & data management, for example, Mendeley / EndNote / Zotero or equivalent.
- Literature sources & management: skilled at identifying suitable and relevant literature sources and interrogating these as part of literature review and synthesis. For example, familiarity with Scopus, Web of Science, Cochrane Library, or equivalent.
- A commitment to ongoing learning and personal development.

Desirable:

- Quality & Risk of Bias: an understanding of quality of evidence in relation to producing outputs for various audiences.
- Writing – practice & industry reports.
- Publishing and editing experience (books, magazines, journals)
- Public speaking or chairing at professional conferences/events

All staff are required to work within SALUS Global Knowledge Exchange's policies, ensuring these are carried out in relation to the job, e.g., Confidentiality, Data Protection, Equal Opportunities and Diversity. All staff may also be asked to undertake other duties and responsibilities appropriate to their level as determined by their Line Manager on an occasional basis.

This Role Description reflects the requirements of the post at the time of writing. The needs and circumstances may change over time and therefore the Role Description may need to be reviewed in the light of any such changes which may occur.

Benefits

SALUS Global Knowledge Exchange as a division of Sansom & Sansom Associates Ltd offers a competitive benefits package including a workplace pension scheme. Annual leave is 30 days per year (pro rata for part-time positions), 3 days of which must be taken between Christmas and New Year when the office is closed.

Terms of appointment

This is a full time (37.5 hours per week) permanent appointment based in Billericay, Essex but with the option for remote working. Flexible working requests will be considered. The remuneration for this position is c.£28-35,000, dependent on the background and experience of the successful candidate. The appointment will be subject to receipt of two satisfactory references and evidence of the right to work in the UK.

Application and selection process

Candidates wishing to apply should submit a detailed CV and a 600 word statement of their suitability for the role to info@sansomandsansom.com

Any queries should be directed to Email: info@sansomandsansom.com
Telephone: Marc Sansom, managing director, 01277 634176

The closing date for applications is midnight on Friday 24 July. Shortlisted candidates will be invited for remote interview the following week.

Our vision

SALUS Global Knowledge Exchange is a leading global media, events and research organisation with a vision to improve population and planetary health by design. Our mission is to create, share and disseminate knowledge concerning the relationship between human health and the natural, built and social environment with a focus on the intersection of science & technology, architecture, lifestyle, urbanism and sustainable development.

We believe that the two great challenges of our age – the need to maintain and improve human health in the face of ageing populations and an epidemic of chronic disease and addressing climate change through a more sustainable management of the earth's finite resources – are inextricably linked. Healthy people require a healthy planet.

In today's global knowledge society, the solutions to this huge human and planetary health crisis lie within our grasp, but will require global political will and a wider sense of civic responsibility and corporate social responsibility to embrace collaboratively the social, economic and environmental changes needed.

SALUS aims to support the UN's Sustainable Development Goals and the Paris Agreement's global climate goals by building interdisciplinary professional communities and networks that will facilitate knowledge-led collaborations through a range of media, publishing, research, events and training activities that promote the application and interaction of art, science, culture and innovation.

SALUS Global Knowledge Exchange
A division of Sansom & Sansom Associates Ltd
West Suite, Westgate Court,
17 Western Road,
Billericay, CM12 9DY
Phone: 01277 634176
www.salus.global
Email: info@salus.global

