

**Research and Engagement Officer**

**PERSONNEL SPECIFICATION**

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|  | **Essential Criteria** | **Desirable Criteria** |
| **Qualifications** | * A third level education qualification which includes a significant research component, in a relevant discipline e.g., social policy/sociology/research methods/community development.
 | * A post graduate qualification in a relevant discipline, e.g., research methods, sociology/ social policy
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| **Key skills**  | * Demonstrated interpersonal and team working skills with the ability to effectively engage and build strong relationships with people from a diverse range of communities and other stakeholders
* Demonstrated skills in undertaking qualitative and quantitative data collection and analysis
* Demonstrated skills in reviewing and interpreting data, a high standard of report writing and ability to communicate complex information clearly and effectively to a wide range of audiences
* Good organisational skills, including working individually to manage and prioritise a busy workload with good attention to detail, including experience of planning and organising meetings, events/workshops
 | * Experience of participatory research methodologies
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| **Knowledge and attributes**  | * A strong understanding of qualitative research methodologies to engage a range of audiences from different communities
* A good understanding of the community and voluntary sector
 | * Knowledge of community capacity building and community development approaches
* Knowledge of the social determinants of health and how these impact on vulnerable groups
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| **Technical skills** | * Strong IT skills including sound knowledge of Microsoft Office as well as the ability to learn new systems
 | * CRM/Database management or similar systems
* Good working knowledge of social media platforms for promotion and engagement
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| **Other** | * Commitment to equality and the values and ethos of CDHN
* Access to a form of transport that will allow the post holder to fulfil the travel requirements of the job and be willing to travel across NI.
* Flexible approach, as weekend and evening work may be required
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**Please note:** **Shortlisting Criteria**

Shortlisting will be carried out based on the above criteria set out above using the information given on the application form. The organisation reserves the right to only invite those for interview who meet both the essential and desirable criteria.