

# revolving doors



## **Research Manager**

Recruitment pack



## **Foreword from the previous post-holder, Dr. Monica Thomas**

As the Research Manager at Revolving Doors, you will have the opportunity to manage independent research projects, contribute to evaluation and policy projects, train and support peer researchers and identify and maintain academic partnerships.

In this role, I enjoyed working creatively and collaboratively alongside our lived experience members and peer researchers, inspiring individuals with experience of criminalisation and the 'revolving door', to co-produce impactful research projects and advocate for societal change. It was particularly interesting to identify existing – and create new - avenues for members to share reflections on research findings, contribute to academic publications and advocate for change in policy and practice. I have also valued the opportunity to work in partnership with independent social research, academic and third sector organisations to deliver research that both supports Revolving Doors' organisational priorities and demonstrates real-world impact.

Given the fast-paced and dynamic nature of the role, each day brings its own unique experiences and challenges. For example, you may start the day attending a project meeting with partners to feedback on the progress of research recruitment. You might then travel to a community centre to conduct an in-person interview for the project alongside a peer researcher and end the day by reviewing the final draft of a research bid. Later in the week, you might host a co-analysis session for another project, before taking some time to write up your notes. Other activities may include attending advisory group meetings for research projects or national policy priorities, report writing and reflective practice sessions.

If you are interested in working collaboratively with people who have a range of lived and professional expertise in criminal and social justice and want to conduct conscientious research that has real impact, then this role would be ideal for you.

# About us

We stand up for people caught in the **revolving door** of crisis and crime:



Recent repeated criminal justice contact, from police and courts to prison and probation



Characterised by low level offences, such as petty theft and minor drug offences



Driven by multiple, unmet health and social needs such as mental ill health, domestic violence or homelessness

Our focus is on how the criminal justice system responds to people who are repeatedly in trouble driven by underlying multiple needs, including poor mental health.

We work to create a smarter criminal justice system that makes the revolving door avoidable and escapable. We do this by working alongside national and local decision-makers. We combine lived experience insight, robust research and system knowledge to drive effective policy solutions.

Building on our impact track record and 2022-2024 strategy, we aim to make a difference in five key areas:

- Diversion and prevention
- Sentencing and probation
- Resettling the system
- Procedural Justice
- Organisational resilience

**The revolving door is not inevitable. Our goal is to stop it.**

# What our members say

We support people with lived experience of the criminal justice system to become change-makers. Here are some testimonies from our members:



**I was in and out of prison and the criminal justice system for 20+ years but then I found Revolving Doors and it changed my life. I have taken part in loads of activities, from giving evidence to Parliament on probation reform, to co-chairing a major conference, and running focus groups. If I wasn't doing these things, I would be on the path to another prison sentence.**

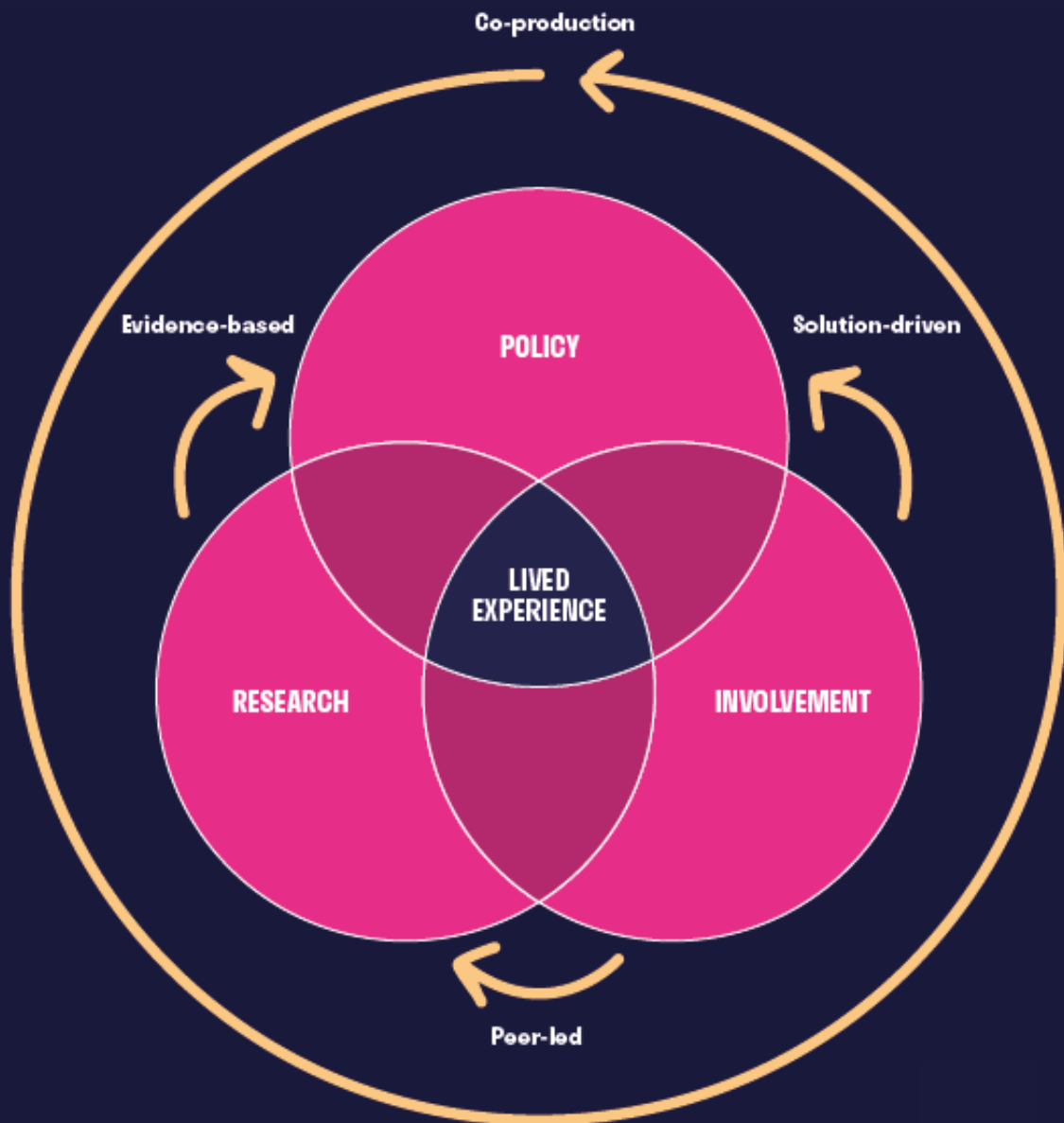
**I just love the support, the understanding, the empathy, the care, the thoughtfulness, that's one package that comes with being a member of Revolving Doors. It's feeling valued and having my opinion valued. No voice is less important than the other.**



**Through my involvement, Revolving Doors elevates my voice and puts me in position with government bodies, the Ministry of Justice, the NHS, MPs or the HMPPS and we use our lived experience to create and shape better policies and practices so that when people get impacted by those services, it can be a better experience. We really see the impact of what our work has done, I really enjoy it.**

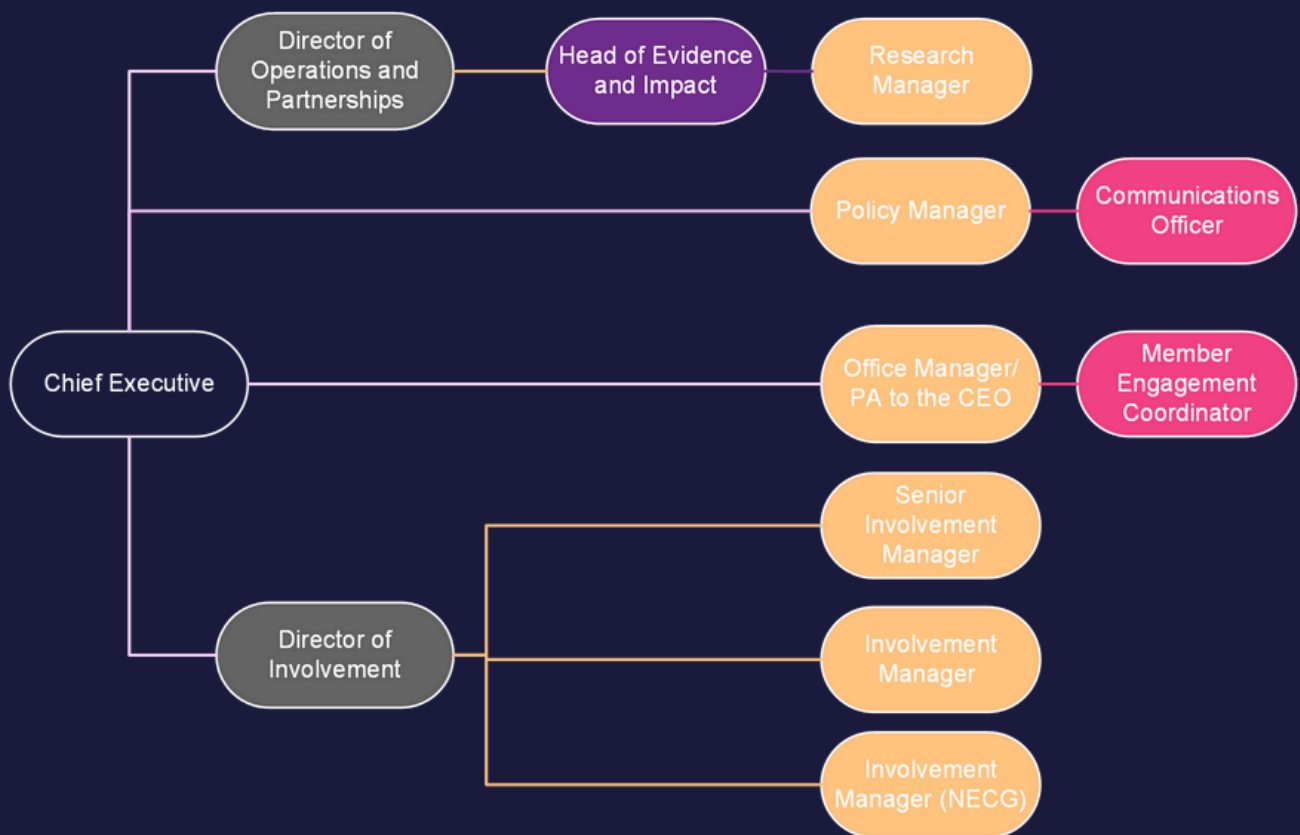
# Our approach

We champion long-term solutions for criminal justice reform, bringing the insights of those with lived experience of the 'revolving door' together with research and policy.



# Our team

We are a small but mighty team, bringing a wealth of expertise, from involvement to partnerships, research policy or communications.





# The role

This is an exciting opportunity to drive forward our successful research function which includes several innovative research projects. This role is perfect for someone who lives and breathes our values and is keen to push forward our expanding portfolio of independent research to support our user research, academic partnerships, client-funded evaluations and policy programmes and campaigns.

Our research is grounded in the insights of those with lived experience of the "revolving door" and is focused on bringing about real-world changes for that group. The role will therefore require significant collaboration with colleagues in our involvement and policy teams, as well as with sector and academic partners - and the coproduction of research with people with lived experience themselves.

You will have some experience of securing research funding, either through grants or contracts, and you will be a skilled project manager, with the aptitude and desire to deliver across a wide-ranging portfolio of projects. You will be passionate about bringing lived experience insight into all aspects of the research process and will either have some experience of training and supporting peer researchers or be keen to learn how to do this.

You will enjoy building partnerships and working collaboratively, seeking out academics that share our values and research interests, particularly around the revolving door group and the shifting of power in knowledge production. You will be motivated by using research insights to drive real-world change – and ideally able to demonstrate where you have done this already. You will understand how to tailor messages and recommendations for different audiences for maximum impact. You will be someone who takes personal accountability but who is a great team player. You will genuinely appreciate a team made up of diverse personalities, experiences and backgrounds.



## **Our ideal candidate has:**

- A proven track record in conducting qualitative research with vulnerable individuals safely and ethically
- An enthusiasm for and commitment to bringing lived experience insight into all aspects of the research process, and for advocating for, training and supporting peer researchers
- An ability to communicate research findings effectively with a wide variety of non-academic audiences, including policy-makers, service designers, commissioners, service managers and frontline staff, to both prove and improve impact
- A flair for partnership building with both academics and sector colleagues

## **Responsibilities include:**

- Designing, managing and delivering qualitative and quantitative research that supports our strategy
- Co-producing our research as much as possible with people with lived experience, further developing our model, and training and supporting peer researchers
- Building research partnerships with sector colleagues and academics that share our values
- Communicating our research findings effectively and creatively for maximum real-world impact, developing practical policy recommendations and adapting messages and presentation styles to a range of audiences

- Collaborating with our Head of Evidence and Impact in the design, management and delivery of evaluations and user research
- Identifying grant and contract funding opportunities and working with the Senior Leadership Team to draft proposals and secure funding

## **Essential skills**

- A commitment to bringing lived experience insight into all aspects of the research and using research insights to drive real-world change
- Significant experience of undertaking research projects using multiple methods, both qualitative and quantitative, notably in-depth interviews and focus groups with vulnerable individuals
- Experience in developing, and working in line, with ethical research principles to support working safely with vulnerable groups
- Ability to build working relationships with a wide range of stakeholders, including academics, clients/funders and people with lived experience of the revolving door of crisis and crime
- Ability to develop and manage a number of concurrent research projects on time and to budget
- Excellent oral, written and presentational communication skills, and ability to tailor messages and writing/presentation styles to 'land' findings and recommendations with different audiences

- Experience of selecting and designing appropriate research frameworks, methodologies and methods

### **Desirable, but not essential skills:**

- Knowledge of the current criminal justice policy and/or service delivery context, or experience of conducting research with the police, courts and/or probation
- Knowledge/experience of training and supporting people with lived experience as peer researchers
- Experience of supervising research activities undertaken by others
- Knowledgeable/experience of peer research, participatory research, and/or action research approaches
- Experience of using research software packages, such as NVivo, SPSS and/or MAXQDA

## Terms of appointment

- Salary: £37,000 - £40,000 per annum
- Hours: Hours of work are flexible and negotiable with an expectation of a working week of 35 hours per week. However, we operate a flexible 4.5 day working week to support our employees' wellbeing and therefore, with no reduction in salary our full-time weekly working hours are 31.5 hours to be worked within normal office hours of 9.30am – 5.30pm (excluding breaks) on Monday to Thursday, and 9.30am to 1.00pm on Friday.
- Place of work: Most colleagues work partly from home and partly from the office, adapting to business need and personal preference. We expect this post holder to work in our London office for two days a week on top of the requirement to attend meetings when necessary
- Paid leave: 25 days paid leave in addition to public holidays increasing with your length of service
- Wellbeing fund: A personal wellbeing fund – for volunteering, conferences, books, gym, meditation
- Learning and Development fund: An annual training budget, supported by a personal development plan
- Self-directed Days: Quarterly “self-directed days” so you can follow your areas of interest
- Pension: 7% non-contributory pension after qualifying period

## Equal opportunities

Revolving Doors welcomes applications from candidates from all backgrounds and walks of life. We are particularly keen to hear from people from racially minoritised backgrounds and also welcome applications from those with direct or indirect experience of multiple disadvantage and/or the criminal justice system.

## Next steps

Interested candidates should email a CV and cover letter addressing the person specifications to [recruitment@revolving-doors.org.uk](mailto:recruitment@revolving-doors.org.uk) by 5pm on 10th September 2024. Please use 'Research Manager' in the subject line.

Shortlisted candidates will be contacted for an initial interview with our panel w/c 16th September 2024. The next stage of interviews will be with our Involvement Manager and some of our lived experience members w/c 23rd September 2024.

We would also be grateful if you would also complete the Equality and Diversity monitoring form. This form is for monitoring purposes only and is not treated as part of your application.

If you have any question about the role, please contact our Head of Evidence and Impact at [lauren.bennett@revolving-doors.org.uk](mailto:lauren.bennett@revolving-doors.org.uk) to arrange a conversation.



**Thank you for your  
interest - we look  
forward to hearing  
from you!**

**Find out more about us:**



[www.revolving-doors.org.uk](http://www.revolving-doors.org.uk)



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