Job description

# Quantitative Researcher

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| Overview | Alpha*Plus*’s quantitative researcher will be a specialist in the technical area of statistics, quantitative research and/or evaluation. Working within the quantitative research team, and as a line report to the senior researcher, the post holder will provide high quality statistical, research and evaluation outputs as part of Alpha*Plus*’s educational research and consultancy services.  As with any small business, all staff are required to take part in diverse activities to fulfil business requirements. The post holder will be expected to ‘put his / her shoulder to the wheel’ and undertake reasonable activities as required. |
| Key purpose of the job | * To act as a quantitative researcher on Alpha*Plus* projects. |
| Typical project responsibilities | **As part of the research team,**   * **supporting the Senior Statistician in:** * managing the receipt and quality assurance of large datasets, and the production of data guides * liaising with suppliers of data to clarify requirements and deal with errors * merging, managing and processing the datasets * undertaking descriptive data analysis and interpretation of planned and ad hoc activities * managing data resources (maintaining data securely, etc.) * contributing (with guidance) to the writing of project reports and presentation of results * **supporting the Senior Researcher in:** * (with guidance) development of questionnaires * recruiting and co-ordinating researchers and research participants * preparation and management of distribution of questionnaires * monitoring and evaluating the data collection process * undertaking descriptive data analysis and interpretation of planned and ad hoc activities * contributing (with guidance) to the writing of project reports, presentation of results and recommendations to clients |
| Typical Outputs | * cleaned data sets * data collection and analysis * (with guidance) aspects of project reports * research design * research instrument development * progress reports and recommendations to senior statistician and senior researcher * (with guidance) recommendations to clients |
| **Key relationships** | |
| Internal | Project leaders  Senior Statistician  Senior Researcher/line manager  Fellow researchers/statisticians |
| External | Project clients  Associates  Fellow researchers (e.g. at conferences) |
| **Resources for which the job holder is accountable** | |
| People | Managing internal and external clients (see previous section), but no line management responsibilities. |
| Assets | Data (e.g. retaining information in compliance with data protection guidelines) |
| Budgets | N/A |
| **Person specification** | |
| Personal attributes | * Attention to detail **(E)** * Ability to work accurately under pressure to tight deadlines **(E)** * Understanding of need to treat respondents’ data appropriately **(E)** * Commerciality: participates actively and willingly in activities to generate new business. Is creative in thinking of how to get new work in **(D)** * Customer service: communicates effectively with external and internal customers **(E)** * Analytical and critical thinking **(E)** * Excellent written and spoken communication skills **(E)** |
| Professional/ technical competencies | * Bachelor’s or master’s degree with a significant statistical element **(E)** |
| Relevant experience | * Significant hands-on experience of data analysis **(E)** * Professional experience as a statistician/quantitative researcher at a research body in the education sector **(D)** * Coding or syntax experience **(E),** ideally in R **(D)** |