

Job Description

Job Title	Sessional User Research Consultant - Freelance
Location	Home Worker
Reports to	Design Lead supported by Design Advisory Group
Hours of Work	Up to 35 Hours Weekly (open to various working patterns). Fixed term contract for 15 weeks. Applications will be considered for 1 full-time post or 2 part-time posts.
Salary	£300-350 day rate dependent on experience
<p>Impact Funding Partners working with Scottish Government & the Design Advisory Group</p> <p>Since 1982, Impact Funding Partners (IFP) has been a champion of social justice across Scotland and beyond, regarded as a leader in our field of fund management, capacity building and consultancy, in close collaboration with partners across the third, public and private sectors. We've developed a range of services that our agile team deliver with a single-minded focus on maximising the positive impact of funds targeted to address Scotland's social justice and environmental priorities.</p> <p>We are supporting a Design Advisory Group appointed by a Scottish Minister by recruiting a consultancy team in preparation for the creation of an Anti Racism Observatory for Scotland (AROS): a new national body to embed systemic Anti-Racism accountability approaches in policy and which will deliver real change across Scotland.</p> <p>We are recruiting a Sessional User Research Consultant – Freelance, to specifically support this development.</p>	
<p>IFP Team</p> <p>As a key member of our agile team but reporting to the Design Advisory Group (DAG) Lead, you will be accountable for high quality support in the delivery of our work plan. You will work closely with the DAG in its preparation for the creation of Scotland's first Anti Racism Observatory and will have contact with the wider team of IFP colleagues, namely, IFP's Programme Lead, Chief Executive, and the operational team. You will also liaise with other external stakeholders and must be a confident and skilled communicator.</p>	
<p>Your Role</p> <p>The User Research phase will closely follow an initial Community Outreach phase, led by an Outreach Consultant (recruiting now).</p>	

In the future, AROS intends to have an open access Interactive Digital Library of historical and current work to address racism.

The key ambitions for this role are:

- to introduce communities engaged by the Outreach Consultant to the planned development of the Interactive Digital Library
- to learn about the research, initiatives and projects communities' hold or have led on around anti-racism and discrimination
- to find out how communities would like to interact with a digital library
- to work with a Creative Technologist (to be recruited) to develop recommendations from the feedback, for future AROS to approach building the Interactive Digital Library.

The role is being recruited by Impact Funding Partners and reporting to a short-term Design Advisory Group (DAG) working with Scottish to lay strong foundations in preparation for the creation of AROS.

Context: Design Advisory Group:

The Design Advisory Group (DAG) is a short-term group established by appointment of a Scottish Government Minister, to support the interim period whilst a host organisation for the AROS is procured. The DAG is comprised of individuals with knowledge and expertise of: anti-racism, community development, employment processes, governance, organisational development and policy-influencing. The membership of the DAG includes those with experiences of intersecting marginalisation(s), and the realities of systemic racism and expertise.

The Group has no statutory powers and is working collaboratively with the Scottish Government to design and implement AROS.

Therefore, the successful candidate will be engaged by IFP and supported and managed by the DAG Lead in leading this programme of engagement.

The expectations of the role will be to deliver the following primary functions:

- To seek to contact those who participated in the AIGG research and seek new participants to ask about any historical and current work they have undertaken
- To begin to understand what has happened to the work they have done and where it is stored, if and how it is shared and seen (or not seen) by others.
- To begin to build participatory approaches and gather perspectives and expertise about how they would like to see their work made accessible and how they would like to see others work

- to feedback this exploratory outreach work to a Creative Technologist to help them begin to build a proposal for the interactive digital library for the future AROS.

Anti-racism and anti-oppressive principles and accessible communication methods will be used to help generate the narrative and reporting developing from this work.

Purpose of Role

From an anti-racism perspective, to create transformational processes that are effective for all, it is vital that this new organisation builds from the experiences of those most impacted by systemic racism.

This work has been commissioned by the DAG to build evidence for future AROS to help ensure communities' perspectives are sustainably and meaningfully embedded in the development and delivery of the new organisation.

This User Research consultant will also support the development of strong relationships with communities across Scotland. It will build from the AIGG community research and explore further what and how communities may wish to contribute to an interactive digital library for the future AROS.

We know that this type of work can be gradual and often takes time. Given the constraints of time, we acknowledge that the depth of learning may be limited. We aim to be pragmatic and collaborate closely with the consultant to make sure this work will be as effective as possible.

Role Responsibilities

To engage with people to form the basis for an understanding of what research and evidence they have, how it has historically and currently been used and how they think it could become more accessible.

Working with communities to bring their expertise and experiences for the future design of the interactive digital library proposal

This is anticipated to involve:

- Desk-based research to develop a strategic outreach plan that builds from the Outreach Consultant's community engagement.
- Build awareness of the proposed interactive digital library and explain why there has been a proposal to build this, and what problems it seeks to address
- Reach out to new organisations, inform them about the future AROS and invite them to share their perspective of the future interactive digital library

- Build from the “listening events” modelling used in the AIGG research to meet with people in communities to hear perspectives.
- Share information about an access budget to support people to participate in events or, if they have interest and capacity, share information to create their own events.
- Attend events proposed by organisations (supported by DAG members) and report from the events.
- Collate and write a report which details findings from this work for the future AROS and the Creative Technologist consultant.

This work will be led by the Design Lead, supported by the DAG and administrated by Impact Funding Partners.

Your Experience

The ideal person will possess a demonstrable understanding of community co-production, facilitation, anti-racism and intersectionality.

We are looking for individuals that:

- Have sound experience and expertise in user research and community engagement.
- Have an understanding of User Research approaches and centring people impacted by structural racism.
- Demonstrate some knowledge of the technologies used to build and operate potential future digital services
- Demonstrate some understanding of the social and technological context of the problems the role is trying to help solve.
- Have an awareness of issues that face people who experience racism, racialisation, and the discrimination and disadvantage that creates.
- Have experience of working with individuals and communities with lived experience of structural discrimination.
- Have experience of how to build trust, boost community engagement whilst avoiding retraumatising participants.
- Have good organisational skills and able to manage the challenges of short timescales.
- Have expertise in writing in an accessible format.

Role Core Competencies

The essential core competencies for the successful delivery of this role include, but are not limited to:

- Expert level facilitation within User Research in a wide range of contexts.
- Expert level communication and engagement skills.
- Strong collaboration skills.

- A track record in working with people who experience structural discrimination.
- Ability to work on own initiative and manage multiple deadlines under pressure.
- Proficient in writing reports for a variety of audiences.
- High level project management and organisational skills.
- Demonstrable anti racism practice.

Note: This job description is not exhaustive and will be subject to periodic review. It may be amended to meet the changing needs of the work. The post-holder will be expected to participate in this process and we would aim to reach agreement on any changes.