

## RESEARCH ASSISTANT (part-time)

### Research Project: Towards Resilience in Family Caregiving for People with Dementia

#### JOB DESCRIPTION & PERSON SPECIFICATION

**Position Title:** Research Assistant

**Reports to:** Executive Director

**Care Alliance Ireland** is the National Network of Voluntary Organisations supporting Family Carers. Our vision is that the role of Family Carers is fully recognised and valued by society in Ireland. We exist to enhance the quality of life for Family Carers. We achieve this by supporting our member organisations in their direct work with Family Carers through the provision of information, developing research and policy in the field, sharing resources, and instigating opportunities for collaboration.

#### POSITION SUMMARY

Applications are invited for the post of Research Assistant to work on a project that aims to develop and promote resilience in family carers of people with dementia. The position offers an exciting opportunity for a suitably-qualified individual to work on a major national project, funded by the Health Research Board (HRB) and led by Prof. Gerard Fealy at University College Dublin, in partnership with Care Alliance Ireland and St Vincent's University Hospital.

The study will be conducted within a participatory action research framework and the successful applicant will be involved with a range of research activities; with a focus on dissemination to both academic and non-academic audiences, and engagement with Family Carers and the not-for-profit sector. The post holder will also support the setting up of a Family Carers' Network group and will contribute towards the development of an Enhancing Carers' Resilience (EnCaRe) programme for family caregivers of people with dementia. The post holder will work alongside a wider research team that includes a Post-Doctoral Researcher and a full-time Research Assistant, both of whom will be based in UCD.

## MAIN RESPONSIBILITIES

- Drive dissemination of the project to a non-academic audience.
- Support with maximum access to and use of grey literature in the area of Carer Resilience.
- Support with recruitment of and engagement with Family Carers for participation in the research through Care Alliance member organisations and through the use of social media
- Support with the establishment of a Family Carer's Network and contribute towards the development of an intervention aimed at family carers of people with dementia
- Ongoing engaging with Members (NGO's), statutory health service providers and other stakeholders particularly in consideration of the dissemination and use of the planned intervention programme.
- Maintain accurate records and conduct administrative work associated with the project.
- Assist with writing and producing progress reports, support project management, and project dissemination and outreach activities
- To undertake such other duties as might be reasonably assigned from time to time in consultation with the Executive Director

## PERSON SPECIFICATION

### Essential qualifications, skills and experience:

- Honours Degree qualification (or equivalent)
- Ability to disseminate research widely and in an accessible way
- Excellent written and verbal communication skills
- Excellent organisational skills including a proven ability to work to deadlines
- Fluent speaker and writer of English
- Ability to build and maintain relationships with stakeholders at all levels
- Ability to work with initiative within a small team
- Have high level computer literacy
- Have good time management and organisational skills

### Desirable experience:

- Master's degree (or equivalent). A masters by research degree or a degree in social research methods will be an advantage
- Previous relevant experience as a research assistant.
- Previous experience in the field of Family caregiving and/or dementia care

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- Experience of participatory action research
- Have knowledge, empathy and understanding of the rights and needs of family carers
- Have experience of the voluntary sector
- Experience of the use of social media in a professional setting

The successful candidate will be expected to be committed to the improvement of the status and quality of life of Family Carers

## TERMS

This is a part-time position (1.5 days per week/0.3 post), based in the offices of Care Alliance Ireland, Dublin 7. Flexible work hours will be considered. Occasional travel and out of office work will also be a feature of the role.

This is a two year fixed-term position.

Salary will be in the region of €29,000 full-time equivalent commensurate with experience pro-rata with a 20% pension contribution.

*This job description is intended as a summary of the primary responsibilities and qualifications for this position. The job description is not intended as inclusive of all duties an individual in this position might be asked to perform or that may be required to do either now or in the future.*

**Care Alliance Ireland is an Equal Opportunities Employer.** At the moment, we don't require the assistance of recruitment agencies to fill our vacancies.

Application by cover letter and CV to [info@carealliance.ie](mailto:info@carealliance.ie). Enquiries to [info@carealliance.ie](mailto:info@carealliance.ie)

Closing date for applications is 5pm 10 October. Interviews will take place on the morning of 17 October in Dublin 7.

It is envisaged that the successful applicant will begin on 1 November 2016.