

JOB REMIT

Role	Principal Research Officer	Team	VRU
Reports To	Assistant Director of VRU	Directorate	
Post Reference	VRU PRO	Grade	5
Purpose of the Role			
Principal Research Officers oversee collections or themes of research projects operating at a more strategic level to help inform the work of the Violence Reduction Unit.			
Main Duties and Key Accountabilities of the jobholder			
<ul style="list-style-type: none"> • Selecting, planning and directing the application of different research methodologies • Selecting, planning and directing survey design and analysis (software such as MR interview, Smart survey). • Oversee the extraction, cleaning, analysis and interpretation of a variety of MPS databases (e.g.) CRIS, CRIMINT, DARIS, Mapinfo, MetMIS, Metstats, PNC, Mapinfo, IQuanta, F-boc. • Conducting and overseeing quantitative data analysis (e.g. big data analysis, statistical modeling). • Conducting and overseeing qualitative data analysis (thematic analysis). • Selecting, planning and directing evaluation methodologies and techniques. • Routine use of statistics / statistical inference (e.g. bivariate and multivariate statistics) and statistical software, in particular SPSS (e.g. writing and running syntax). • Oversight of organization performance management. • Guide and oversee the development of literature reviews. • Writing reports for a range of audiences (and quality assuring others). • Writing and conducting presentations (and quality assuring others). • Programme management and risk management. • A focus on management responsibilities, typically of a series of researchers or research themes - covering the support, work oversight and development. • Attend training/workshops/ conferences as required. • Planning, directing and quality assuring research (project definition, selection of research methods, use of analysis tools, interpretation of findings, and clear and appropriate dissemination). • Management of internal and external senior stakeholders and maintaining a professional network.. • Wider unit responsibilities (e.g. assisting interview processes). • Ability to act as an expert on a variety of research themes, research methodology and ethics. • Attending, contributing to and presenting at MPS corporate boards and similar Policy meetings. • Financial responsibilities (e.g. contractual, procurement, budget responsibilities). • Manage tender and procurement processes, and oversee the management of external research providers. • Wide-ranging unit responsibilities, including representing the unit across Whitehall and academic conferences; development of policies; tasking). 			

- Upholding integrity in research and data use.
- Working with customers and stakeholders to feed evidence into the development of policy and strategy.
- Awareness and understanding of upcoming trends and key issues, including those affecting London(ers), with a specific focus on criminal justice.
- Identification, development and delivery of training (to the team and externally).
- Overseeing liaison with the public (e.g. survey queries - fielding queries and complaints).

Working Relationships and Contacts

The post holder will be required to help build and maintain effective working relationships across MOPAC and the GLA family, partner agencies and their representative bodies, the Metropolitan Police and statutory and third sector partners.

Role Requirements

Graduate and/or professional qualification in statistics, economics, social science or related area, or an appropriate business management subject; or, an ability to demonstrate the equivalent level of knowledge.

- Knowledge of cost/benefits realisation and analysis.
- Fluent in Word, PowerPoint and Excel.
- Ability to communicate and influence senior staff and stakeholders.
- Ability to work independently and manage own time.
- Ability to work as part of a multi-disciplinary team and across departments.

Required Competencies

MOPAC COMPETENCY FRAMEWORK

Manager/Senior Specialist Competencies applicable to this post;

1 Delivering Outcomes

Delivers quality outcomes to meet objectives

Works in partnership to support the delivery of relevant objectives. Ensures a high quality service, balancing the needs of customers and stakeholders. Manages a range of tasks, delivering to time and quality, and monitoring the performance of others where relevant. Adapts and responds to shifting priorities. Deals with challenges and generates solutions. Reviews working practices and acts to improve service delivery.

Manages work through informed and reliable judgement

Implements plans and considers contingencies. Gathers and evaluates information to inform decision-making, and minimise risk where practicable. Provides guidance and support, seeking it where appropriate. Takes responsibility to promote improvement by identifying, sharing and applying lessons learnt.

2 Organisational Influence

Provides strong leadership

Provides visible, approachable leadership and leads by example. Values and motivates colleagues, dealing with their concerns in a consultative way. Actively demonstrates the promotion of equality and valuing of diversity and helps others to do so. Develops from own experience and supports the development of others where relevant. Takes account of how own behaviour affects others.

Ensures professional standards are upheld and that senior decisions are acted upon. Manages performance and staff issues appropriately and fairly where relevant. Shows initiative, personal resilience and motivation to deliver a quality service, demonstrating ownership over area of responsibility. Upholds legislation, regulations and policy, acting with integrity, and challenging those who do not.

Develops effective communications and working relationships

Builds effective relationships with customers, colleagues and stakeholders. Communicates effectively and inclusively with customers, senior managers and team members. Ensures clear, two-way communication through listening and responding appropriately, learning and sharing information. Works collaboratively across and outside of MOPAC where practicable, upholding organisational reputation.

3 Productivity

Manages the right resources to enable effective working

Plans and prioritises work, aligning resources to achieve local objectives. Distributes work fairly according to capacity, knowledge and skills where relevant. Uses MOPAC resources ethically and appropriately, ensuring others do the same.

Ensures efficient working

Ensures and encourages efficient working. Makes sound workload and deployment judgements to maximise efficiency appropriately. Reviews working practices and strives to improve efficiency.

General Responsibilities

- To adhere to MOPAC's Equality & Diversity and Equal Opportunities policies in all activities.
- To be responsible for your own health and safety and that of your colleagues and all others in the workplace, in accordance with MOPAC Health and Safety policies.
- To work in accordance with data protection policies and adhere to Freedom of Information policies where appropriate.
- To undertake such other duties as may be reasonably expected.
- Interactions with senior managers and staff.
- To promote the use of the evidence base in decision making in policing and criminal justice across London.