



## Role Specification

### Research Associate

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#### About Be the Business

Productivity drives growth as well as increasing social prosperity and improving living standards but Britain has never fully recovered from the global crisis and recession that followed. Now the turbulence following the vote to leave the EU risks even more economic uncertainty. If productivity growth was important before the Brexit vote, it is crucial now.

Having been asked by the Chancellor in 2015 to dig deeper into Britain's productivity problem, Sir Charlie Mayfield, Chairman of the John Lewis Partnership, brought together some of the brightest minds in UK plc to approach the problem in a different way. The result was a report entitled "[How Good Is Your Business Really](#)" that called for a business-led response to the UK's productivity challenge and identified improving SME management and leadership capability as the key to change.

Led by Sir Charlie and Chief Executive Tony Danker, Be the Business (BtB) was launched in November 2017 with funding and support from the UK government and some of Britain's leading companies. We work with the entire business community to share what works for today's best businesses with every company that wants to learn and improve.

Be the business focusses on the role that management and leadership play in improving firm level productivity. We do not tend to look at the sector specific technical expertise required in a given industry, but rather the kinds of leadership and management practices that have been proven to support firms in driving better productivity and competitiveness – things like helping your people thrive and produce, meeting customer needs, making sure it all comes together in the bottom line, and strengthening personal and strategic leadership.

These are vital attributes for UK firms, not only in light of the uncertainty of Brexit and the resilience that firms will have to exhibit, but also in light of the stagnant levels of productivity across the country over the last decade compared to our G7 peers who have recovered more strongly since the financial crisis.

#### The Role

Reporting to the Research and Insights Director, the Research Associate position will be a broad data-driven research role which will lead and support the design and development of Be the Business's primary research agenda. The role will also be involved in the ongoing delivery of a compelling thought leadership strategy and knowledge management. The appointment will be a key analytical lead for the team and wider business so will be involved in a range of other ad hoc projects as and when required.

#### Key Accountabilities:

- Provide input into the primary research strategy which will involve assistance in the management of primary research partners and analysis of data to further develop perspectives and understanding and to support thought leadership

- Provide input on the design and development of the annual thought leadership strategy and contribute to its implementation and delivery
- Working closely with the Campaign team, the Communications team and Web Content Editor, assist in the production of regional and national sector and industry data/insights to drive awareness and engage the various stakeholders and small business audiences
- Support the development of the knowledge management and knowledge hub/sharing strategy
- Extending Be the Business data with third party sources of information as and when required
- Processing, cleansing, and verifying the integrity of data used for analysis
- Providing research and analytical support in a range of other ad hoc projects as and when required.
- Support the Research and Insights Director and participate collaboratively and productively as a member of the Research and Insights Team
- Forge strong collaborative working relationships with other peers and teams to support the delivery of the wider strategic objectives of Be the Business
- Drive an inclusive, productive and positive organisational culture within the team and wider business.

### **Skills / Experience**

- Strong track record in data driven research and analysis of economic, social and/or business research.
- Strong applied research/statistics skills, such as distributions, statistical testing, regression, etc.
- Highly numerate and analytical with a strong data background.
- Current/advanced knowledge of relevant data software packages
- Excellent organisational, time management and planning skills with the ability to multitask
- Business awareness and an ability to distil complex economic/social/business related issues into simple messages
- Good knowledge of current economic affairs
- Strong experience in data analysis from survey to statistical packages
- Good experience in analysis of economic data and trend data including ONS, and other large data sets
- Can effectively analyse data sets from surveys including cross-tab, and statistical and/or other data packages
- Outstanding written and verbal communications skills including creative presentation of information and use of data visualisation
- Strong interpersonal skills and cross-cultural awareness, ability to work effectively with a range of stakeholders
- An entrepreneurial mindset and enthusiasm for working in a fast-paced change orientated environment that's receptive to new ideas
- Contribute to an inclusive, productive and positive organisational culture within the team and wider business
- Enjoys a start-up environment and making a difference.

**Education / qualifications**

- Degree level or equivalent

**Role Details**

- This is a full time, fixed term contract position for up to 12 months
- Location: Central London
- Salary – Competitive
- Other benefits: 6 weeks' holiday & company contributions of 10% into the BtB pension scheme (subject to employee contributions of 5%)