



Northern Ireland
Assembly

Job Title: Research Officer - Economics

Salary range: £44,601-£45,947

Grade: Assembly Grade 5

Directorate: Legal, Governance and Research Services

Business Area/Office: Research and Information Service (RaISe)

Accountable to: Senior Research Officer

Job Purpose

Research officers work directly with Assembly Members and Committees in the production of non-partisan, objective and evidence-based research.

Job Description:

Main duties and responsibilities of the job are:

- Engage with individual MLAs, Assembly Committees and the senior managers within the Assembly Secretariat in order to understand their research requirements;
- Retrieve and synthesise information from a wide range of sources, including online databases;
- Provide timely, accurate, high quality and impartial research and analysis on economic related and other issues to individual MLA, Assembly Committees and the senior managers within the Assembly Secretariat;
- Produce a range of research outputs including customised research papers, legislative analysis briefings, and blog posts which are well written, concise and accessible;
- Present research briefings to Assembly Committees and respond to Committee members' questions in public session;
- Facilitate public events, such as those which form part of the Knowledge Exchange Seminar Series (KESS) annually delivered at Parliament Buildings;
- Proactively forge and develop links with government officials, external research bodies/communities, and other parliamentary library and research services;
- Work collaboratively and collegially, as an effective team member;

- Contribute to the development of RaISe, including identifying potential new outputs and improved service delivery;
- Carry out such other duties, as may be required, which fall within the research business of the RaISe;
- Comply with the Assembly's Equal Opportunities and Dignity at Work policies and procedures; and
- Carry out other duties that the Assembly Commission reasonably requires of you.

Essential Criteria:

Applicants must, by the closing date:

1. Be in possession of at least a second-class honours, higher division (2:1) degree (or equivalent), in which economics was a major component of the degree, meaning at least fifty per cent of the course covered micro, macro and quantitative economics;

AND

2. Following completion of an undergraduate degree (or equivalent), have at least two years of work experience in:
 - a) conducting objective, economics-related, evidence-based research; **and**
 - b) producing and delivering economics related research findings to decision makers.

Shortlisting Criteria:

Should shortlisting be required, the following shortlisting criteria will be applied in the order stated:

1. Be in possession of a post-graduate degree (or equivalent) (Masters or higher degree level gained *via* examination or research) in which economics was a major component of it, meaning at least fifty per cent of the course covered micro, macro and quantitative economics;

AND

At least one years' post Masters (or equivalent) work experience of:

- a) conducting objective, economics-related, evidence-based research; **and**
 - b) producing and delivering economics related research findings to decision makers.
2. Have one year work experience in applying either microeconomic or macroeconomic modelling.
 3. Have experience in, data analytics and data visualisation.

Skills & Behaviours:

The interview questions will be based on the essential criteria and the following Assembly Skills and Behaviours:

Building relationships and effective communication

Described as ‘...creating and maintaining positive, professional and respectful internal and external working relationships through effective and appropriate communications’.

Managing & Leading Self and Others

Described as ‘...setting high standards for ourselves. It is about guiding, motivating and developing others to achieve high performance. It is about engaging others in delivering a corporate vision of excellence, expertise and innovation in support of the Assembly as a legislature’.

Parliamentary & Political Understanding

Described as ‘...displaying an appropriate understanding of the wider political environment; what the Assembly does and how our role fits in; and the level of public scrutiny to which the actions and decisions of Assembly staff are exposed. It requires impartiality, integrity and political sensitivity’.

Delivering a quality service

Described as ‘...is about providing a high-quality and efficient service to our customers. It is thinking ahead, managing resources effectively and delivering work on time and to a high standard. It is also using professional or technical expertise to enhance service delivery’.