

Research Director

Salary	£35,190 to £42,228 per year
Pension	Up to 7% employer pension contribution
Holiday	30 days per year (plus bank holidays)
Duration	Permanent
Hours	10am to 6pm, Monday to Friday (see flexible working statement)
Manager	General Secretary
Reports	Researchers (currently 2)

About the Post

The Fabian Society – the future of the left since 1884

The Fabian Society is seeking a sharp, enthusiastic and politically-astute Research Director to lead our research programme and help shape the Society's external agenda. This management position offers a brilliant opportunity to deliver high-impact political and public policy research at a critical time for left-wing politics. The role involves managing a team of researchers, fundraising, delivering research projects, representing the society externally and working with our executive committee and management team to shape the society's future strategy.

The Fabian Society is an independent left-wing think tank and democratic membership society with over 7,000 members. We publish articles and reports, conduct research and major inquiries, convene conferences and events, and facilitate our members' political debate and activism across the UK. The society was founded in 1884 and is affiliated to the Labour party but is editorially and organisationally independent. We have 9 employees based in our own central London office (close to St James Park tube station) and one employee based in Edinburgh. Our employees share the aims and values of the society and automatically join as members upon appointment.

The Society has an equal opportunities policy and aspires to be a diverse, inclusive and welcoming workplace for employees from all backgrounds. We strongly encourage applications from people under-represented in politics and at the Fabian Society, including LGBT and disabled people and people from low-income and ethnic minority backgrounds.

Job description

1. To lead the design and delivery of a successful research programme, which contributes to the Fabian Society's strategy and aims, under the supervision of the General Secretary and society's programme and impact committee.
2. To deliver sustainable funding for the Society's research, by scoping new projects, developing relationships with funders and securing financial support (directing staff where appropriate); and to manage the society's research budget, keeping costs within agreed limits.
3. To line manage research staff, providing appropriate support, supervision and challenge; taking responsibility for recruitment, induction, professional supervision and development.
4. To oversee the delivery of individual research projects, to time and budget, including: assurance of quality, rigour and political salience; staff supervision; project management; and liaison with funders.
5. To represent the Fabian Society publicly through writing, speaking and media activities; and to build relationships and networks on behalf of the Society including with policy-makers, politicians and advisors; business; the third sector, academia and the media.
6. To contribute to the Society's other programmes, as appropriate:
 - Events - contributing ideas on lectures, seminars and conferences; planning and delivering events linked to research projects; playing a role in speaker liaison; and speaking as required.
 - Editorial – contributing ideas for articles, pamphlets and reports; identifying potential contributors; writing for the society's publications.
7. To contribute to the intellectual and organisational development of the Society as a member of the Senior Management Team; and undertake related management projects, at the direction of the General Secretary.

Person Specification

The ideal candidate would:

1. Have a strong knowledge and understanding of current political and public policy issues and debates, and the ability to think creatively about future political and policy challenges for the left.
2. Be able to conduct and manage rigorous, high-impact think-tank research. We would expect significant experience in a research or policy role, and good understanding of relevant research methods.
3. Be entrepreneurial and have the knowledge and ability to raise funding and sponsorship for think-tank research, publications and events, and successful experience in this field.
4. Have a very strong intellect, with an ability to apply it to practical problems, and excellent numeracy and writing skills.
5. Be able to plan, write and supervise high-impact think tank articles and reports.
6. Have experience of successfully managing and developing staff; and of managing complex projects from inception to completion, with the ability to multi-task and plan work effectively.
7. Have strong networks among the worlds of politics, policy, media, academia and business and the ability to deal confidently with high level opinion formers in these fields and to develop further the Society's networks.
8. Have strong awareness of the political media, including key publications, journalists, programmes and websites and experience of or an aptitude for media work.
9. Excellent digital skills with the ability to quickly acquire proficiency in a wide range of software packages and online services; a high degree of existing competence in Microsoft Office 365 applications (especially Excel and Word).
10. Be in sympathy with the aims and values of the Fabian Society.

About the Fabian Society

The Fabian Society has been imagining the future of the left since 1884

- We are a left-leaning think tank dedicated to new public policy and political ideas
- We are a membership movement, active throughout Britain and open to everyone on the left
- We are a democratically governed socialist society, an affiliate to the Labour party and one of its original founders
- We don't have organisational policy views and instead embrace debate and difference
- We champion and celebrate Fabianism, the belief that radical long-term goals are best advanced through empirical, practical, gradual reform

The Fabian Society is an independent left-leaning think tank and a democratic membership society with over 7,000 members. We influence political and public thinking and provide a space for broad and open-minded debate. The Fabian Society publishes insight, analysis and opinion in print and online, conducts research and undertakes major policy inquiries, convenes conferences, speaker meetings and roundtables, and facilitates member debate and activism right across the UK

As a think tank we have a big impact on political and policy debate. Our [staff team](#) in London and Edinburgh work with a wide network of leading politicians and policy experts to develop and promote new ideas and to influence the climate of political opinion. Read about our [current projects](#) and our three [thematic priorities](#).

Our members are at the heart of everything we do. They set the society's direction, through member meetings, elections and committees. They shape our programme as contributors and volunteers. And each year hundreds of activities are organised by and for our members by autonomous sections of the society – the [Young Fabians](#), the [Fabian Women's Network](#), the [Scottish Fabians](#), the [Welsh Fabians](#) – and by 40 affiliated [local Fabian societies](#).

The Fabian Society is one of the original founders of the Labour party and is constitutionally affiliated to the party as a [socialist society](#). We have a stake in Labour's democratic processes at local, regional and national level. But we are wholly independent of the party editorially, organisationally and financially.

We are committed to transparency and accountability – [find out more](#).

What we stand for

The Fabian Society is a socialist organisation which aims to promote:

- greater equality of power, wealth and opportunity
- the value of collective action and public service

- an accountable, tolerant and active democracy
- citizenship, liberty and human rights
- sustainable development
- multilateral international cooperation

The society is a place for open debate where disagreement is expected and respected. As an organisation we have no collective positions and we do not campaign for particular policies. Everyone who writes or speaks for the Fabians does so in their own name, without committing the society.

The 'Fabian' tradition informs how we think and what we do. No other think tank has an 'ism' of its own. Our commitment to Fabianism means we believe in the fight against inequality, the power of collective action and an internationalist outlook. We believe in social progress, evidence, expertise, rationality and long-termism. We advocate gradualist, reformist and democratic means in a journey towards radical ends. We are a pluralist movement and create space for open debate.

Conditions and benefits

Salary	£35,190 to £42,228 per annum dependent on experience
Pension	Employer pension contribution: <ul style="list-style-type: none">• 7% when employee contribution is 7% or more• 6% when employee contribution is 5% or more• 5% when employee contribution is 3% or more
Holidays	30 days plus public holidays (3 days to be taken between Christmas and New Year)
Normal hours	35 hour week, 1 hour unpaid lunchbreak, normal hours 10am to 6pm, Monday to Friday
Flexible working	We will consider proposals for flexible working during recruitment. The right to request flexible working arrangements, such as part time working, term time working, home working, is open to all staff
Other benefits	Free membership of the Fabian Society; cycle to work scheme; season ticket loan; give as you earn; sickness, maternity, paternity, and adoption pay above statutory minimum
Training	Right to request financial support and/or paid time off for study towards relevant professional qualifications
Trade union	Recognised trade union

Please note that the Society has the primary right to the professional services of its staff. No outside activities affecting or concerning the Society may be undertaken without the explicit agreement of the General Secretary (eg paid work in a related field, journalism, public speaking, standing for public office).

You will be required to work at evenings and weekends from time to time, due to the nature of the position's responsibilities and the society's work. All staff are expected to work out of hours on the day of Saturday conferences and during the week of Labour party conference. When you work additional hours you will be able to take time off in lieu (TOIL) subject to our TOIL policy and with the agreement of your line manager.

The post is based at the Society's offices in Westminster, central London.

To Apply

You should apply by emailing a completed application form to the address below.

You are also requested to complete an equality and diversity monitoring form. This should not include your name and will be separated from your application and used only to review the overall profile of applicants.

Your application should arrive no later than 9am on Monday 20th January 2019.

We plan to hold interviews on Thursday 23rd or Friday 24th January 2019. Please indicate any times you are not available for interview on these dates in your application form.

Please apply by email, indicating which position you are applying for, with the subject line 'Recruitment: Research Director'.

Email address: recruitment@fabians.org.uk

For more information, contact: John Rafferty, Finance and Operations Manager, john.rafferty@fabians.org.uk, 020 7227 4903

Website: www.fabians.org.uk