

## Centre for Local Economic Strategies (CLES)

### JOB DESCRIPTION

Position:	<b>Researcher</b>
Reports to:	<b>Associate Director</b>
Prepared:	<b>August 2021</b>
Salary	<b>£22,000 - £30,000</b>

#### Main purpose of job

To develop and deliver research and policy for the Centre for Local Economic Strategies (CLES). CLES is the national organisation for local economies and we are committed to the development of progressive local economies for people, place and planet.

#### Duties and Responsibilities

- To deliver services to our client/member base with publications and tailored research activities.
- To support CLES' fundraising through developing and maintaining relationships with our existing partners, members and funders including the development of research proposals and responding to invitations to tender.
- To deliver quantitative and qualitative research as part of a team under the direction of others, by:
  - Conducting qualitative interviews
  - Facilitating focus groups
  - Facilitating workshop sessions and organising events
  - Analysing and interpreting data to extract key findings
  - Development of policy recommendations
  - Report writing
  - Disseminating report finding with partners and external audiences
  - Any other methods appropriate to the work
- To support the organisation in delivering events and training.
- To represent the organisation at external events and to use the learning and insights from CLES work to contribute to wider policy debates internally and externally about the future of local economic development and community wealth building.
- Any other duties as requested by the Chief Executive and senior management team. There will be occasional work and travel outside of regular working hours.
- CLES is committed to equality of opportunity and welcomes applications from all sections of the community, and from applicants with a range of professional and lived experiences. As an organisation engaging in critical debate about the future of the economy, we value the creativity and range of perspectives that a diverse team can provide.