

Job Description & Person Specification

Job Title:	'Quality of Life' Research Associate
Salary Scale/Range:	Universities Non-Clinical Scale Spine point 24-26 £31,396- £32,982 per annum
Hours: Location:	Full time – 37.5 hrs per week Hybrid working option available - must be able to access rural Oxfordshire on an occasional and designated basis.
Contract length	Fixed term – April 2024 - August 2025
Reporting To:	Chief Executive Officer
	<p>School ethos and culture</p> <p>Swalcliffe Park School is a residential and day school for boys with high functioning autism. We have developed a 'Quality of Life' (QoL) framework to hear student and family voice on the issues of importance to them. We use termly surveys with students and families, in combination with our own observations and assessments, to help identify priorities to support them both. The framework enables us to take a holistic approach to helping our students develop their attitudes, skills and knowledge in four main areas, namely Communication, Self-management, Independence and Achievement.</p> <p>Our QoL framework helps to inform and influence our curriculum, operational and strategic planning. Data from termly QoL student and family surveys support keyworking and contribute to individual data sets over time for both groups. This data can be pooled to provide larger data sets which can be used to inform school improvement and self-evaluation.</p> <p>Keyworkers use individual student and family data to inform target setting and family support, and whole school data is available to highlight and share trends in QoL related issues, associated actions taken and their effectiveness.</p> <p>The role has three main components:</p> <p>Job Summary:</p> <p>Analysing and presenting student and family data in a variety of formats to inform school practice and self-evaluation.</p> <p>Supporting the development of our reflective practice culture by helping staff to investigate the effectiveness aspects of their work and sharing this with their colleagues.</p> <p>Supporting the roll out of the QoL framework with schools in the QoL network.</p>
	<p>KEY RESPONSIBILTIES AND TASKS:</p> <p>Working as 'Quality of Life' Research Associate:</p> <p>Working with Students</p> <ul style="list-style-type: none"> Analysing individual student QoL data to demonstrate improved outcomes Analysing cohort and whole school data to identify trends to inform curriculum planning Analysing cohort and whole school data over time to inform operational and strategic planning Supporting collection and analysis of data from ex-students <p>Working with Families</p> <ul style="list-style-type: none"> Analysing individual family QoL data to demonstrate improved outcomes

	<ul style="list-style-type: none"> Analysing cohort and whole school family data to identify trends to inform family support needs Analysing cohort and whole school family data over time to inform operational and strategic planning Supporting collection and analysis of data from current and ex-families <p>Working with Resources</p> <ul style="list-style-type: none"> Supporting staff to complete small scale action research projects Developing templates for presentation of projects Preparing resources and content for conference presentations <p>Working with Partners</p> <ul style="list-style-type: none"> Supporting activities of the QoL network and participating schools Contributing to QoL related training and workshops Preparing reports and information for Governors and external audiences 			
	Person Specification			
Attainments	In order to be considered for this post you will have to demonstrate that you already have:	Criteria	Assessment	
<i>Qualifications</i>	<ul style="list-style-type: none"> Relevant Honours Degree Masters' Degree PhD 	E E D		App Form Certs
<i>Experience</i>	Demonstrable experience of: <ul style="list-style-type: none"> Data analysis and presentation of results Use of IT systems and research IT software programmes 	E E		
<i>Work Based Knowledge</i>	A working knowledge and demonstrable understanding of: <ul style="list-style-type: none"> Quality of Life issues and mental health difficulties within the Autism population 	E		
<i>Skills</i>	A demonstrable application of: <ul style="list-style-type: none"> Competent data analysis: quantitative and qualitative Appropriate presentation of data for a range of audiences Excellent communication and interpersonal skills to work effectively with colleagues and support their work The ability to work to deadlines and prioritise workload 	E E E E		
<i>Special Job Circumstances</i>	<p>This post has the following special circumstances:</p> <p>Hybrid working - This role has a requirement for some onsite working in order to meet with students, staff and families as well as some offsite work.</p> <p>Car driver and access to a car for work purposes</p> <p>Note: If you have difficulty in meeting these conditions because of a disability or family circumstances, the Chair of panel will discuss it with you in order to consider reasonable adjustments to the job or working conditions.</p>	E D		

Other Benefits

- Membership of NEST pension scheme
- Sick Pay – Two weeks full pay and two weeks half pay post probation
- Probationary period of 3 months
- Annual Leave – 25 days plus Bank Holidays pro rata