

Start and end dates	Interview date
Early June until end July/beg. August 2022	w/c 23 rd May
Duration of role	Salary
140 hours	£9.90/hour
Working pattern	Number of roles available
Flexible (up to 35 hrs/week)	Up to 3
Location	Deadline for applications
Burges Salmon Temple Quay office and Remote working (to be advised)	12 midday, Thursday 12th May
Eligibility	
<p>To apply for the role of Research Assistant through the Civic Research internship programme you must:</p> <ul style="list-style-type: none"> • be a current undergraduate student in the Faculty of Social Sciences and Law; OR • be a recent graduate (within six months of graduation) of an undergraduate degree in the Faculty of Social Sciences and Law. <p>For further details, including a full list of eligible programmes, please visit our website.</p>	

1. Project overview

Scoping Burges Salmon's Sustainable Business Travel

Covid-19 has disrupted non- and discretionary business travel in the professional service firm (PSF), enforcing the substitution of physical 'meeting-ness' with virtual proximity. But, irrespective of global disruption¹, over the past two decades research has shown that the demand for business travel has always recovered as organisations revert to established physical travel based 'professional work' cultures to attend to existing and seek new clients, and continue in-house systems and processes.

Post-Covid-19, the demand for business travel, its corporate management and actual cost for the organisation will present a critical cost-benefit challenge for the PSF. In the future, the PSF will seek to balance their competitiveness alongside strong commitments to sustainability to address climate change and the grand challenges of society².

¹ Unprecedented disruption on a world scale (e.g. post-9/11; post-SARS in 2002/03; the aftermath of the global financial crisis 2008/09+) has not made significant inroads to switch physical travel to virtual proximity, and therefore made little medium/long-term impact to reorganise the fundamental *raison d'être* of work-related business travel in PSF (e.g. Beaverstock and Budd, 2013).

² For example, the United Nations Sustainable Development Goals.

Understanding sustainable business travel in Burges Salmon

The key objective is to deliver an evidence-based understanding of sustainable business travel in a context of professional legal work, which historically compels in-person travel, but is embracing the challenges of virtual proximity through online platforms and new 'hybrid' working practices. In this new hybrid environment, the first step is to understand competitor firm strategic use of business travel and Burges Salmons' organisational logic for discretionary and non-discretionary business travel.

2. Role description

Workflow and timeline

The workflow will consist of three inter-related tasks:

1. **Orientation and analysis of secondary sources** on business travel in legal and professional services' professions drawn from publicly available sources (eg FT Business Travel Topics), and academic literature on business travel (rational; trends; sustainability) **(June)**;
2. **Secondary data source analysis** of Burges Salmon's internal documents and business travel trends (e.g. Travel Management Policy) **(June)**;
3. Completion of the findings, feedback to Burges Salmon and drafting of a report to assist the future management of sustainable business travel **(July)**.

3. Person specification

Successful candidates will demonstrate the following essential criteria:

- strong information gathering skills and is ability to gather, assimilate and analyse information quickly and accurately, with a strong attention to detail.
- good written and verbal communication skills and is comfortable communicating with academic and business stakeholders.
- being reliable and trustworthy
- being self-motivated, even under a remote-working/working-from-home scenario,
- a willingness to engage in self-study to acquire new skills e.g. following tutorials to analyse qualitative and quantitative data as required.
- high attention to detail, particularly in written work and data analysis

In addition, desirable characteristics are:

- experience preparing business-facing reports

4. Overview of induction and ongoing support/supervision
Role-holder(s) will attend regular supervision meetings with Prof Jonathan Beaverstock.
5. Additional info
The roles will require the successful candidates to work remotely and have access to a laptop or computer and internet connection. If you need support in any of these areas, please email fssl-pln@bristol.ac.uk when you submit your application.

For a detailed outline of the application process, tips for applying and links to application and interview support provided by the Careers Service see our [Civic Research Internship Research Assistant guidance document](#).

Any questions please contact the Professional Liaison Network – fssl-pln@bristol.ac.uk