Bristol Model
Research Assistant job description

Start date	Interview date
September – to be negotiated with successful applicants.	Tuesday 22nd June 2021
Duration of role	**Salary**
200 hours	£9.50/hour
Working pattern	**Number of roles available**
Part-time during term-time but with min 7.5 hours per week with the additional hours during University vacation periods.	2
Location	**Deadline for applications**
A mix of working at University of Bristol and Wellspring Settlement, and some online work.	12 midday, Wednesday 9 June 2021

Eligibility
To apply for the role of Research Assistant through the Bristol Model you must: • 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. For further details, including a full list of eligible programmes, please visit our website.

1. Project overview
On 1 February 2020 Barton Hill Settlement and Wellspring Healthy Living Centre merged to form the new Wellspring Settlement. It is managed by a committee of mainly local people, providing a wide variety of services and is a key force for community development in East Bristol. Barton Hill Settlement has been a community hub for Barton Hill residents and visitors since it was set up 1911. Wellspring Healthy Living Centre was founded in 2004 by residents of Barton Hill in Bristol.
2. Role description
Wellspring Settlement (formerly Barton Hill Settlement and Wellspring Healthy Living Centre) operate a database (called 'Focus') to track their service users' interactions with the support programmes that have been run as part of Barton Hill Settlement. An entry in the database is created for each person who comes into contact with the Settlement's services.

Multiple services/projects are run by the Settlement; each service/project comes with specific requirements concerning the monitoring data required by the funder. Due to the varying needs and funding streams of each project, the database is used in a variety of ways and the quality of the data kept on each user is inconsistent. Nevertheless, the database contains a wealth of information about users of the Settlement which, it is anticipated, can provide bottom-up detail about the attributes, needs and achievements of the local communities.

Two Research Assistants are being recruited for the second phase project based at Wellspring Settlement, the outcomes of which will be used to inform phases two and three.

In Phase one student researchers have investigated the following:
1. From interviews with Settlement staff
   o How do staff running different services/projects currently use the database?
   o What functionality or outputs would database users like the database to achieve?

2. Through interrogating the Focus database, to understand what information the database currently holds and how it is held.
3. Through interviews with service users, we have investigated how well the data held on the Focus database reflects the knowledge, hopes and aspirations of people who use Settlement services.

In Phase two the research team will:
1. Be part of a team of staff and volunteers from Wellspring Settlement developing the survey questionnaire for the annual community canvass.
2. As part team of staff and volunteers, conduct interviews with local residents for the community canvass.
3. Enter the data from the community canvass into the Focus database and analysing the date to develop insights as to how Focus needs to be adapted to best capture and present this data.
4. Compare community canvass data with existing datasets (for example NOMIS) to understand what additionality community anchor generated knowledge can bring

3. Person specification

We are looking for two undergraduate students who will work together as student researchers as part of the research team and will also work closely with the staff team of Wellspring Settlement. The role of the student researchers is to:
- Bring social science research skills to developing the community canvass questionnaire and interviewing local residents.
- Identify and interrogate relevant databases to provide rich understandings of local demographics.
- Carry out data inputting in order to understand better the existing functionality of the database.
- Write a report on the outputs on Phase 2 and present these findings to the Wellspring staff team.

The successful candidates will have:
- Training and/or experience of qualitative research methods
- Training and/or experience of using databases

- Training and /or experience of quantitative research methods

All research will be carried out in accordance with the University of Bristol's current guidelines for ensuring researcher and participant safety.

4. Overview of induction and ongoing support/supervision
The student researchers will be supervised by the Research Associate for the project, Jack Nicholls, who will provide academic and research support. Morag McDermont, Professor of Socio-Legal Studies, will be the academic lead for the project. The student researchers will also work closely with staff members at the Wellspring Settlement responsible for the community survey, who will help with understanding the Settlement, informing their lines of enquiry with regards to the Settlement's projects and database users.

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 Bristol Model Research Assistant guidance document.

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