



## **Research and Policy Manager**

### **Full-time 2 years fixed term**

(with possible extension depending on further funding)

**£34,000 per annum**

Home-based with regular meetings in London

Deadline for applications **19th September**

The [National Centre for Creative Health](#) (NCCH) launched in March 2021. It was formed in response to recommendation 1 in the [Creative Health](#) report, which was published in 2017 following a two-year inquiry by the All-Party Parliamentary Group on Arts, Health and Wellbeing.

We have an opportunity for a full-time Research and Policy Manager to contribute to all of the NCCH's activities and programmes. Informing research and policy development are core to the NCCH's mission: *to advance good practice and research, inform policy and promote collaboration, helping foster the conditions for creative health to be integral to health and social care and wider systems.*

Our Research and Policy Manager will be responsible for this important function and help develop NCCH's relationships with key stakeholders, including policy and decision makers, universities and partner organisations.

In order to meet the person specification, you will have some knowledge and experience of policy development, research and evidence in areas relevant to the *Creative Health* agenda. This role will develop your skills and understanding of how research translates into policy and practice and how to effectively disseminate evidence and promote evidence-based policy and practice.

We would expect candidates to have a strong interest in social policy and in health inequalities and in the potential for the arts, culture and creativity to contribute to social impact and social justice. Prior to applying for the post we recommend you familiarise yourself with the [Creative Health](#) report and its ten recommendations, the work of the [Culture, Health and Wellbeing Alliance](#) and Arts Council England's 10 Year Strategy [Let's Create](#).

The Research and Policy Manager post is split across two main responsibilities:

The equivalent of two days a week will be focussed on the overall role for the NCCH, including ensuring that the Executive Director, other team members and the Board of Trustees have the most recent information on research and policy to inform the development of our work and our responses to current policy and events across arts, culture, health and wellbeing.

The equivalent of three days a week will be dedicated to supporting the UKRI funded 'Mobilising Cultural and Natural Assets to Combat Health Inequalities' Programme and working closely with the University Fellowship appointed as a result of this call: <https://www.ukri.org/opportunity/coordinate-a-programme-of-health-inequalities-research/>. Findings from five sites around the country: <https://www.ukri.org/opportunity/scale-up-health-inequality-prevention-and-intervention-strategies/> will inform the translation of research into policy and the dissemination of research findings through policy briefings and events. The role will require strong project management skills and the ability to collaborate with a wide range of organisations and individuals. Strong analytical competence and excellent written and verbal communication skills are essential.

The role will involve:

- Writing policy briefings related to parliamentary activity and for specific audiences and stakeholders e.g. parliamentarians, public officials, arms-length bodies, local government
- Responding to public consultations.
- Briefing the Chair and CEO on current policy/research.
- Providing briefs for speeches, talks and events
- Writing briefs, submissions, articles, blogs and other content that contribute to funding and programme reports and for NCCH and partner organisations' websites and social media
- Preparing surveys and other forms of evaluation, and collating and analysing the results.
- Liaising with external partners, including research partners.
- Working in collaboration with external partners on joint initiatives including events and project managing joint research projects.
- Providing support for PR and Communications by providing briefing material for all media work

### Person Specification

<b>Knowledge, Skills and Experience</b>	<b>Expected</b>	<b>Desirable</b>
Relevant post-graduate qualification		X
Knowledge of wider health and social policy context	X	
Knowledge of creative health research, policy and practice		X
Analytical skills and understanding of research methodologies		X
Excellent written and verbal communication skills	X	
Experience of policy development and policy briefings	X	
Experience of writing articles and blogs etc for different audiences; creating content for social media and infographics	X	
Project management skills and experience		X
Excellent interpersonal skills in communicating with people from different backgrounds and at different levels in systems	X	
A range of skills in using computer applications and packages including MS Office, Powerpoint, Excel etc.	X	

The post holder will need to be enthusiastic, adaptable, eager to learn and capable of working collaboratively with a small team, within a new organisation which is developing its profile and programme.

Please submit a CV and letter of application saying why you want the role and outline your relevant experience and areas of knowledge and how you meet the person specification.

Please include the names and contact details of two referees and indicate whether you would be happy for us to contact them before an interview.

Please email your application to: [info@ncch.org.uk](mailto:info@ncch.org.uk) by midnight on the 19<sup>th</sup> September 2021.

### **Safer Recruitment Statement**

The National Centre for Creative Health is committed to safeguarding and promoting the welfare of children and vulnerable adults. NCCH expects all staff, trustees, and associated personnel to share this commitment. NCCH has a clear safeguarding policy and will take up references and will make appropriate checks as required prior to any offer of an appointment.

### **Diversity Statement**

The National Centre for Creative Health (NCCH) is committed to promoting equality and diversity, providing an inclusive and co-operative environment in which all individuals working for and on behalf of the organisation feel respected and able to give of their best.

NCCH is committed to reflecting and representing the diversity of the UK and to equal opportunities in employment. The policies and practices of NCCH aim to promote an environment that is free from all forms of unlawful or unfair discrimination and values the diversity of all people. At the heart of everything we do, we seek to treat people fairly and with dignity and respect.

## Further information about the National Centre for Creative Health:

You can find out more about the National Centre for Creative Health on our website:  
[www.ncch.org.uk](http://www.ncch.org.uk)

Our vision is **Creativity for Healthy Lives**. Our mission is: *to advance good practice and research, inform policy and promote collaboration, helping foster the conditions for creative health to be integral to health and social care and wider systems.*

The National Centre for Creative Health (NCCH) is a registered Charitable Incorporated Organisation (CIO) based in the UK. It was formed in response to Recommendation 1 in the [Creative Health Report](#), the result of a 2-year inquiry led by the All-Party Parliamentary Group for Arts, Health and Wellbeing. It recommends that: *'leaders from within the arts, health and social care sectors, together with service users and academics, establish a strategic centre, at national level, to support the advance of good practice, promote collaboration, coordinate and disseminate research and inform policy and delivery.'*

The NCCH Board of Trustees and the small staff team are supported by a UK-wide Advisory Group. Members of the Advisory Group bring expertise and experience from a broad range of disciplines and areas of activity.

The NCCH supports a network of Creative Health Champions who are a group of individuals who have come together in response to recommendation 3 in the Creative Health report, which calls on all NHS Trusts, Local Authorities, Health and Wellbeing Boards and Clinical Commissioning Groups, to identify an individual at board or strategic level to take responsibility for institutional policy on arts and health.

The NCCH works with a wide range of partners and stakeholders across the UK to create place-based 'Hubs', develop partnership and collaboration 'Hives' and co-produce creative learning in 'Huddles'. Learning will be shared between Hubs, Hives and Huddles with the aim to help foster the conditions in which creative health approaches can become integral to health and care and wider systems over time.

Health inequalities are a key priority for the NCCH. The increasing gap in inequalities was evidenced in [Health Equity in England: The Marmot Review 10 Years On](#), published in February 2020. Lack of access to cultural and creative opportunities too often mirrors other inequalities. The Covid-19 pandemic has reinforced and increased inequalities and made this work all the more urgent. [Build Back Fairer: The COVID-19 Marmot Review](#) investigates how the pandemic has affected health inequalities in England.