

# Delivering for Excellence

## Senior Researcher, Education, Grade 5

The Scottish Parliament is a values-led organisation which means our values (Stewardship, Excellence, Inclusiveness, and Respect) are at the centre of everything we do. These values are embedded in this role.

### Stewardship

Focusing on the longer term to ensure we are leaving things better than we found them and putting our shared interests ahead of any individual or team.

Your main responsibilities will involve:

- Contributing to the continuous improvement of the research and information services that SPICe provides to Members, parliamentary committees and to the staff of the Parliament.
- Using your research skills, working to help the Parliament achieve its corporate objectives, including improving the quality and effectiveness of scrutiny.

And in delivering these you will have:

- A thorough understanding of current political issues and of the role of SPICe.
- Understanding of the opportunities and challenges involved in keeping Members and committees well informed on matters relevant to the governance of Scotland.
- The ability to operate in a fluid political environment to deliver impartial and impactful research to MSPs, Committees and parliamentary officials.
- A commitment to producing high quality research and analysis.

### Excellence

Taking care to enhance our reputation in everything we do. Using our skills and resources efficiently and effectively to deliver high-quality sustainable results.

Your main responsibilities will involve:

- Delivering high quality analysis to requests from committees, or individual MSPs and their staff, in all areas of further and higher education, children's services (looked after children and adoption), and nursery, pre-school and school aged education
- Providing high quality briefing material, in both detailed briefings and blog articles, in anticipation of parliamentary business.
- Working in situations where there is incomplete information and an innovative and robust approach is required.
- Further developing your own knowledge and skills to better provide research and analytical support in relevant subject areas.

And in delivering these you will have:

- Detailed knowledge of the education and children's services policy landscape in Scotland
- The ability to communicate complex issues with brevity, accuracy and impartiality, including the ability to produce comprehensive and clearly written briefings in an accessible format.
- The ability to work under pressure and on your own initiative to tight deadlines.

## Respect

Appreciating difference, building cohesive teams and fostering the values and experiences of diversity.

Your main responsibilities will involve:

- Establishing effective relationships to enable you to work closely with colleagues to deliver high quality services.
- Role modelling the values of the Parliamentary Service and contributing to an inclusive working environment.
- Coaching and mentoring academic fellows and student placements as required, to reach their potential and contribute to the work of SPICe and the Parliament.

And in delivering these you will have:

- Well-developed interpersonal skills and the ability to build relationships with colleagues at all levels through open communication and constructive feedback.
- A commitment to equality, diversity and tackling exclusion including showing respect for colleagues' expertise, skills, experience and knowledge and valuing their strengths and contribution to the work of the Parliament.
- An understanding of the needs of the end-user when developing and delivering services.

## Inclusiveness

Understanding the big picture and seeking out alternative perspectives. Every colleague feels they can make a valued contribution and deliver their best work.

Your main responsibilities will involve:

- Developing and maintaining a wide range of contacts within the external analytical and policy community and with information providers.
- Representing the Parliament at external events and networks to increase the visibility and profile of SPICe and our work.
- Positively contributing to and participating in organisation-wide projects and initiatives.

And in delivering these you will have:

- A track record of working collaboratively with others, and a willingness to share knowledge and information to improve SPICe services.
- The ability to develop and enhance strong internal and external relationships, with our client groups, academia and others.
- A proactive and flexible approach to work including the ability to work effectively in a team and on your own initiative.

## Eligible to Apply

- Scottish Parliamentary Service staff who have the skills/experience/qualifications required and have passed their probation. Please seek permission from your line manager before applying for this post.
- Agency workers engaged by the SPCB who fall within the scope of the Agency Worker Regulations; have been on assignment for 6 months by the advertised closing date; and provided their assignment will continue for the period of the recruitment exercise. Any appointment will be subject to the satisfactory completion of our pre-employment enquiries. Agency workers should also seek permission from their line managers before applying.

If you have any questions about your eligibility to apply for this vacancy, please contact the HR Office on 86500.

## Other information

Line managers are asked to bring this advert to the attention of their staff (particularly those on leave or those who may not have access to the website) as soon as possible and certainly before the closing date for receipt of applications. It would be helpful if line managers ensure that all staff have access to a PC to enable them to complete their application and that staff are given a reasonable amount of time to complete it.

We do not intend on holding a reserve list following interviews.

For details on how we will process your personal data please refer to [HR Workers Privacy Notice](#)