



AN TÚDARÁS PÓILÍNEACHTA  
POLICING AUTHORITY

**Researcher and Policy Analyst**  
**Administrative Officer level**  
**2 year contract**

**The Policing Authority**

The Policing Authority is an independent statutory body, established on 1 January 2016. The statutory basis for the Authority is the Garda Síochána (Policing Authority and Miscellaneous Provisions) Act 2015, which amended the Garda Síochána Act 2005. This Act sets out the functions of the Authority and how it is governed.

The Authority's role is to oversee the performance of the Garda Síochána in relation to policing services, to promote public awareness of policing matters and to promote and support continuous improvements in policing in Ireland. Our mission is to drive excellent policing through valued and effective oversight and governance. Amongst other functions, the Act provides that the Authority may undertake, commission or assist in research projects which may improve standards in relation to policing services and public awareness of such matters. Further information about the Authority and its work is available on [www.policingauthority.ie](http://www.policingauthority.ie).

**Overview of the Role**

The Authority is seeking one or more qualified researchers to work in the role of Researcher and Policy Analyst. This is an opportunity for a motivated and flexible individual with a strong academic background. Candidates will be expected to demonstrate a proven track record of managing and delivering large or complex research projects to a high standard and

on time.

It is likely that the research to be undertaken will be wide ranging and may touch on disciplines related to policing, criminology, management and organisational studies. The successful candidate will also contribute to the development of policy and submissions on relevant issues. He/she will be part of the Authority's executive team at an exciting time while the Authority is still developing its research functions.

The person will play a key role as a member of the Legal, Policy and Research division contributing towards the capacity of the Authority and its various sub-committees to perform its oversight function.

### **Job Specification**

The Research and Policy analyst will be engaged in a wide range of functions, including:

- Preparing well evidenced pieces of research on topics relevant to the work of the Authority;
- Contributing to policy development and preparing submissions and papers in relation to the output of research work as requested;
- Contributing to the development of national and international networks for knowledge-sharing on issues related to the work of the Authority;
- Assisting in building robust and effective working relationships with stakeholders in relevant Government Departments, key State Agencies, the Garda Síochána, civic society and corresponding organisations internationally; and
- Undertake administrative tasks and such other functions as may from time to time be required to fulfil the business objectives of the Policing Authority.

### **Person Specification**

**The successful candidate must be able to demonstrate the following:**

- Strong academic background including postgraduate qualification in social sciences, policing, or organisational development;

- A background in qualitative research;
- Strong ICT Skills;
- Ability to assess resource requirements and use resources effectively;
- Proven ability to establish and develop functioning and effective relationships with stakeholder groups;
- Experience of managing multiple workload demands;
- A flexible approach with the ability to work tailor the way in which research is presented to suit the needs of the relevant audience; and
- Ability to work independently in a pressurised environment.

Applicants should also be able to demonstrate all the competencies required of an Administrative Officer. In particular, applicants must demonstrate, by reference to specific achievements in their career to date, that they possess those qualities, skills and knowledge required for the role of Administrative Officer as identified by the Public Appointments Service Administrative Officer level competency framework, which are:

- Leadership potential;
- Analysis and decision making;
- Delivery of results;
- Interpersonal and communication skills;
- Specialist knowledge, expertise and self-development.

**The following are desirable but not essential:**

- A PhD Qualification
- A proven track- record of undertaking large research projects;
- A track-record of disseminating and presenting research findings to a variety of audiences
- Expertise in policing or criminology

**Interested Candidates**

To view the Candidates Information booklet for this role and, to apply, please click here:

[Researcher and Policy Analyst](#). Deadline for applications is **12 noon on Monday 21 August 2017**. Late applications will not be considered.