

JPR Student Fellowship 2024-25

Job Description

August 2024



/ Summary

Post:	JPR Student Fellowship
Job purpose:	To contribute actively to the JPR research programme through various research activities while learning new skills and building experience in a social research environment.
Reports to:	Senior Research Fellow
Period of employment:	Fixed term. 40 days over the course of twelve months from the first week of October 2024.
Hours of work:	Part-time. Office hours – 9.30 am to 5.30 pm.
Salary and benefits:	£4,000 (£100 per day).
Location:	6 Greenland Place, London NW1 0AP, UK
Deadline for applications:	Noon, Monday, 2 September 2024

/ Learn more about

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/ About the Institute for Jewish Policy Research

The Institute for Jewish Policy Research (JPR) is a London-based research organisation, consultancy, and think tank specialising in contemporary Jewish issues. Formerly the Institute of Jewish Affairs, JPR has stood at the forefront of Jewish community research for several decades and is responsible for much of the data and analysis on Jews in the UK and across Europe. It aims to advance the prospects of Jewish communities by conducting research, promoting informed debate, and developing policies in partnership with those best placed to influence Jewish life.

JPR has extensive experience in carrying out complex and large-scale surveys of Jews in the UK and across Europe, and is also recognised as an intellectual resource with wide-ranging and expert knowledge of the dynamics of Jewish life and Jewish community affairs.

Our work covers a wide range of topics, including population trends, economics, health, education, employment, charitable giving and volunteering, social care and welfare, antisemitism, Israel-Diaspora relations, Jewish identity, social and political attitudes, and community development. All of JPR's publications can be downloaded free of charge from our website: www.jpr.org.uk.

In addition to pursuing our core research agenda, JPR is regularly commissioned by Jewish charities and other organisations to undertake research on their behalf or to share our work to support their strategic planning processes. Our recent UK clients have included the Jewish Leadership Council, JW3, JAMI, Jewish Blind and Disabled, Langdon, the Industrial Dwellings Society, and Partnerships for Jewish Schools (PaJeS).

In addition, JPR has conducted research about Jews in multiple countries across Europe and beyond (Austria, Belgium, Denmark, France, Germany, Hungary, Israel, Italy, Latvia, the Netherlands, Poland, Romania, South Africa, Spain, Sweden and Ukraine), either as part of multinational studies commissioned by international agencies, or smaller scale studies sponsored by national, local or Jewish communal bodies. Recent international and European clients have included the United Nations, the European Commission, the European Union Agency for Fundamental Rights and the Office for Security and Cooperation in Europe, as well as the World Jewish Congress, Anti-Defamation League, New York UJA Federation, the Jewish Agency for Israel, the National Library of Israel, the Conseil Représentatif des Institutions Juive de France (CRIF), and the Dutch Jewish Humanitarian Fund.

The overarching purpose of this work is to provide leaders and policymakers working both within and beyond the Jewish community with the data and insights they need to inform their planning whilst also contributing to the academic study of contemporary Jewish life. JPR's institutional ethos is to use data to make a positive and constructive contribution to Jewish life, and everything that emanates from the organisation is designed to achieve that goal.

/ About the role

JPR offers up to two part-time student fellowships each academic year for postgraduates, recent graduates, students in their final year of an undergraduate degree, or people with equivalent learning or experience, who wish to gain professional experience in social research and policy development as applied in the Jewish community. The fellowship typically runs for 40 working days over the course of twelve months from the first week of October each year. It involves working in the JPR office and contributing to social research projects that are part of JPR's programme at that time.

The ideal applicant will have a strong interest in research and analysis and will have developed some quantitative or qualitative research skills and statistical and statistical software knowledge through courses, self-learning, and research experience.

Main responsibilities

Successful candidates can expect to be involved in various tasks according to their skills and interests, including survey preparation, questionnaire design, data gathering and data analysis, and to participate in a range of planning meetings and discussions with members of the JPR team. They will gain experience of working in a busy research organisation, learn about the processes involved in generating the different types of research findings and analysis that JPR produces, and will be acknowledged, as appropriate, in JPR publications. Occasionally, a student may focus on a project or survey of particular interest.

Successful candidates can either work in the JPR office in London one day per week throughout the fellowship (40 days in total) or work the equivalent number of days in blocks of time, for example, during university holidays. The fellowship pays £4,000 in total for working time and, in addition to on-the-job training, offers a small training budget that can be used to participate in relevant workshops or seminars to help develop research skills. Depending on the projects involved, training is likely to be provided in such areas as social research and training, survey research methods, cognitive interviewing and statistics.

/ Person specification

We are looking for a candidate willing to conduct a range of research activities with some support and who is able to communicate accurately and professionally, both verbally and in writing. The candidate must be able to work collaboratively with JPR staff and external stakeholders as appropriate, build strong professional relationships, and represent JPR in a professional manner. JPR welcomes candidates from diverse backgrounds and experiences.

As a general rule, we expect candidates to have recently completed or to be currently undertaking university-level studies in the social sciences or humanities (for example, demography, economics, politics, education, geography, history, philosophy, psychology, sociology, religious or Jewish studies) and have a demonstrable interest in contemporary Jewish life. Preference will be given to candidates with quantitative research skills. From time to time, we will consider candidates who are not currently students in the UK higher education system but can demonstrate that they have equivalent knowledge or skills, for example, through yeshiva or seminary education or work experience.

Essential

- Quantitative and/or qualitative research skills and experience
- Good attention to detail and writing skills;
- Good organisational and time management skills;
- Proficient in using Microsoft Office 365, particularly Word, Excel, PowerPoint and SharePoint;
- Ability and willingness to acquire new IT skills to utilise key company software and systems;
- Flexible, with a high degree of maturity, self-confidence, enthusiasm and good interpersonal skills;
- Trustworthy, discrete and sensitive when exposed to confidential information.

Desirable

- Skills in statistical packages such as R, STATA or SPSS;
- A strong commitment towards making a positive contribution to Jewish communal life;
- A working understanding of the British Jewish community and/or other Jewish community elsewhere;
- Interest in contemporary Jewish issues.

/ Employment information

This section outlines basic information about employment terms and conditions. Full terms and conditions will be in the statement of engagement offered to the successful candidate.

Location

- JPR's office address is 6 Greenland Place, London NW1 0AP, UK.

Hours of work

- Successful candidates can either work in the JPR office in London one day per week throughout the fellowship (40 days in total) or work the equivalent number of days in blocks of time, for example during university holidays.
- This position is office-based. Regular office hours are from 9.30 am to 5.30 pm, Monday to Friday.
- The successful applicant may be expected to work outside of regular working hours, on occasion, and within reason at relevant evening events and meetings.

Period of employment

- Fixed term. The fellowship runs for 40 working days over the course of twelve months, starting from any point from the first week of October 2024 onwards.

Benefits

- The salary for this post will be £4,000 for 40 hours of work. Salaries are paid monthly in arrears at the end of the month;
- The annual leave entitlement is based on 12.07% of your work hours. This equates to one hour's paid holiday for every 8 hours and 17 minutes worked.

/ Application process

The deadline for applications is noon on **Monday, 2 September 2024**.

To apply for the position, please submit an up-to-date CV **and** an accompanying letter outlining your suitability for the role and why you are interested, to Richard Goldstein, Director of Operations: rgoldstein@jpr.org.uk.

Candidates are strongly advised to familiarise themselves with recent JPR work by looking at the [JPR website](#). Please ensure that your cover letter explains your interest in social research and research about Jewish people in particular. Please highlight any courses in research methods or statistics, or any research or related experience you may have.

The successful candidates should be available for interview on **10 and 11 September** and will be selected soon afterwards, with a view to beginning their studentship early in October or as soon as is convenient. We appreciate that some candidates' summer plans may make this timetable difficult. If this is the case, please email Richard Goldstein to see whether we can accommodate your needs.

If you would like to learn more about this opportunity, please contact JPR Senior Research Fellow Carli Lessof at clessof@jpr.org.uk for an informal discussion.

Good luck with your application!

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Institute for Jewish Policy Research
6 Greenland Place
London NW1 0AP, UK

+44 (0)20 7424 9265

jpr@jpr.org.uk

www.jpr.org.uk

Registered Charity No. 252626