# ITF - JOB DESCRIPTION

<table>
<thead>
<tr>
<th>Job Title</th>
<th>Strategic researcher (C3) Fixed Term Contract 24 months</th>
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<tbody>
<tr>
<td>Department</td>
<td>Office of the General Secretary</td>
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<tr>
<td>Reports to</td>
<td>Reports to Head of Strategic Research, Policy, and Capital Strategy</td>
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<td>Direct reports</td>
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<tr>
<td>Other management responsibilities</td>
<td>Monitor selected project research budget items.</td>
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<td>Mentor assistant strategic researchers</td>
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## Main Job Purpose:

Higher level research is required to support the development and leverage phase of the priority projects, particularly:

- Analysis of industry power structures
- Defining the market and contribute to target identification
- Identifying and executing leverage opportunities
- Assisting assessment of affiliate capacities and potential to engage in projects

The post holder will also be expected to mentor and assist to build capacity in the research team.

## Main Responsibilities

### Strategic research

- Analyse industry power structure, including; power relationships between different levels of the industry, financial position and business models of key industry players, key political relationships
- Assist project lead with development of campaign models, and make recommendations on strategy
- Conduct research to inform target identification
- Identify leverage angles for priority projects, and conduct necessary research on specific leverage options, including vulnerability analysis of key target companies and/or industry wide critiques (e.g. white papers on safety, security, access)
- Develop and execute leverage strategies
- Conduct analysis of research data produced by assistant strategic researchers
- As required, conduct assessment of affiliate capacity and ability to engage in the project
- Identify potential allies and conduct assessment of capacity to engage

### Working collaboratively

- Engage and effectively co-ordinate with researchers in affiliates around campaign goals
- Mentor junior research staff on priority projects
- Input to skill development of wider ITF research team through the promotion of lesson-learning about effective research models
### Planning and financial management

- Develop project research plans
- Monitor project research budgets in line with the ITF’s financial procedures and raise any issues with the Head of Strategic Research

### Other tasks as directed

### Decisions

In conjunction with the head of strategic research and project lead

- Make recommendations on overall campaign strategy
- Make decisions on research strategy and put recommendations forward
- Develop research team skills and capacity

### Complexity

A challenge of this role is developing a strategic research knowledge base in different areas (developing and executing leverage tactics and also the general research architecture for priority projects).

It will be necessary for the jobholder to balance a range of long-term research tasks across these different areas. This will require effective time management in order to ensure that delivery is not seriously impacted by the range of short term demands that will inevitably emerge.

The jobholder may also be required to conduct interviews with affiliates about their willingness to engage in the projects. This would be less frequent task, up to 6 times per year.

### Contacts

The majority of written outputs will be for internal circulation only. However, the post holder will need to be skilled at presenting complex information in a clear and concise manner.

- Ability to represent the ITF at external meetings.
- Ability to present research findings orally to meetings of affiliates.
- Ability to cultivate external sources, such as academics, NGOs, journalists, company staff, government staff.
- Ability to communicate effectively with affiliates, in terms of requesting information. This relates primarily to affiliate research staff, and also leaders and senior industrial staff as required (although leaders and senior industrial staff is the primary responsibility of the project lead).
- Establish a good working relationship with head of strategic research, project lead, and relevant section and regional staff.
## PERSON SPECIFICATION

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<th><strong>ESSENTIAL</strong></th>
<th><strong>DESIRABLE</strong></th>
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<tbody>
<tr>
<td><strong>Education level, qualifications or equivalent</strong></td>
<td>Undergraduate degree in arts, social science, business studies, or cognate discipline, or equivalent experience in a campaign research role.</td>
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<td><strong>Knowledge, experience and technical skills</strong></td>
<td>Experience of conducting research in an applied context, such as union campaigns or policy work. Ability to conceptualise different campaign models (including corporate, hub, and supply chain). Ability to analyse vulnerabilities of campaign targets. Ability to make effective arguments to campaign leads about strategies and tactics. Ability to contribute to campaign evaluation. Ability to understand union politics. Ability to produce and review written work for a range of audiences. IT literate including intermediate level skills with word, spreadsheet, and visual presentation software. Ability to present research results orally to ITF internal stakeholders.</td>
<td>Experience as a strategic researcher supporting organising or activation campaigns. Specialism in particular research skills, for example financial analysis, data scraping, investigative techniques.</td>
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<td><strong>Personal attributes/skills</strong></td>
<td>Ability to manage a complex workload.</td>
<td>Second language an advantage, particularly Spanish or French.</td>
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<td>Practical requirements e.g. hours, requirement to travel</td>
<td>Ability to work to tight deadlines in a team environment.</td>
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<td>Good interpersonal skills and ability to work co-operatively with colleagues.</td>
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<td>Ability to exercise a high level of discretion, diplomacy, and judgement in a complex political environment.</td>
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<td>Commitment to social justice.</td>
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<td>Ability to travel internationally</td>
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