

Job Description

Casual Research Assistant



Role Details

Reports to: Laura Skippen

Responsible for: Not applicable

Location: Working from home/central London

Hours: Full time. 35 hours a week, 9am to 5 pm, Monday to Friday

Salary: £14 per hour

Contract type: Fixed term (56 hours) to be completed by 30th June 2020.

Closing date: 26 May 2020

Our vision and mission

Our vision is of a world in which working horses, donkeys and mules are free from suffering.

Our mission is to transform the lives of vulnerable working horses, donkeys and mules around the world. We relieve their immediate suffering and create lasting change by working with people, communities and organisations.

About Brooke

Brooke is an international animal welfare charity working to improve the lives of working horses, donkeys, mules and the people who depend on them.

We reach over 2 million working animals across Africa, Asia, Latin America and the Middle East. Our staff include vets, animal welfare experts and advocacy and development specialists.

Our aim is to equip local people with the knowledge and skills to give their horse, donkey or mule a better life.

Our Values

We are proud to be Brooke. We are resourceful, share new ideas and help each other succeed. Together we make change happen.

Department Structure and Position of the role



Purpose of Role

To conduct an in-depth literature review on methods used for ongoing professional development of healthcare providers in a workplace setting. The selected candidate will write a report of the review highlighting methods particularly compatible with Brooke's veterinary education approach.

Key Responsibilities and Duties

1. Conduct an in depth literature review using robust online resources answering the following questions:
 - What educational tools have been used for on the job training with existing human or animal health care practitioners in the UK and overseas?
 - Do any of these systems seek to identify gaps in human or animal healthcare systems alongside their educational benefits?
2. Produce a written report of the review using an accessible format (including all sources listed) to inform planned research on Brooke's Animal Health Mentoring Framework

General

- Follow the Brooke's equal opportunities statement which aims to clarify the value we place on diversity and steps we take to promote equality of opportunity for all.
- Perform such additional tasks as may reasonably be requested from time to time by the Line Manager.
- Adhere at all times to Brooke's policies and procedures

Person Specification

The skills, abilities, experience and knowledge outlined below provide a summary of what is required to carry out this job effectively. They also form the selection criteria on which the decision on who to appoint will be made. Please ensure that you show how you meet the criteria outlined below in your application.

Knowledge and experience		Essential	Desirable
1	Educated to undergraduate degree level or higher in a veterinary, animal science or education related subject.	X	
2	Demonstrable experience in conducting desk-based research and literature reviews using scientific sources	X	

3	Excellent written and spoken English skills	X	
4	Ability to work independently with little supervision	X	
5	Strong time management skills, with the ability to manage your own time to meet agreed deadlines.	X	
6	Experience in using a reference editor (e.g. Mendeley)	X	
7	Access to an institutional login to scientific journals		X
8	An interest and knowledge in healthcare education issues		X
9	Further qualifications in veterinary or medical education		X

Our Competency Framework

Brooke's competency framework translates Brooke vision, mission and values into easily identifiable behaviours that all staff are expected to demonstrate at all times.

Competency	What it means
Self-Management	Taking responsibility for own actions, behaviours and outcomes
Learning	Taking responsibility for own learning and fostering growth and development in others
Relationship Building	Creating and maintaining harmonious and constructive working relationships with others internally and/or externally
Planning and Organising	Ensuring that time and resources are utilised to best effect for the achievement of the Brooke's goals and our mission and that others are committed to agreed courses of action
Effective Decision Making	Making clear, informed and timely decisions that lead to effective outcomes in line with the Brooke's mission
Change and Improvement	Seeking out and developing new ideas and approaches, responding positively

	and constructively to change and fostering a culture of continuous improvement
Collaboration and Cooperation	Working respectfully, effectively and collaboratively with others in your team, across the organisation and externally to deliver effective outcomes
Communication & Influence	Communicating clearly, concisely and compellingly in a manner that is appropriate to the audience. Engaging respectfully with others both internally and/or externally to persuade them to adopt courses of action that are in the best interests of the organisation and the animals

Employee Benefits:

Brooke has a competitive benefits package. To find out more, please visit:

<https://www.thebrooke.org/about-brooke/jobs/employee-benefits>

If you wish to get in touch with us, please contact HR at recruit@thebrooke.org