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| <p><b>Job Title</b><br/>Research Communications Officer</p>  | <p><b>Directorate and team</b><br/>This role sits in the <a href="#">Research Communications Team</a> in the <a href="#">Research Directorate</a></p>  |
| <p><b>Key focus of the role</b></p> <p>The Officer’s focus will be on engaging the research community with Diabetes UK’s funding schemes, including the Steve Morgan Foundation (SMF) Type 1 Diabetes Grand Challenge, and communicating the impact of Diabetes UK- and SMF-funded research to specialist and non-specialist audiences.</p>  | <pre> graph TD     DOR[Director of Research] --- EA[Executive Assistant]     DOR --- AD[Assistant Director of Research Strategy and Partnerships]     DOR --- SMF[Steve Morgan Foundation Beta Cell Programme Lead]     AD --- RFT[Research Funding Team]     AD --- DRSG[Diabetes Research Steering Groups]     AD --- RCT[Research Communications Team]     </pre> |
| <p><b>Key deliverables</b></p> <ul style="list-style-type: none"> <li>Work collaboratively with colleagues in the Research Directorate and wider charity to plan and deliver events and digital content to engage the research community with Diabetes UK’s funding schemes, including the SMF Type 1 Diabetes Grand Challenge.</li> <li>Plan and produce high quality, engaging and scientifically accurate content about the impact of the Diabetes UK- and SMF-funded research.</li> <li>Provide advice and support to teams across Diabetes UK to ensure all our communications about research are clear, accurate and effective.</li> </ul> | <pre> graph TD     HRC[Head of Research Communications] --- RCM[Research Communications Manager]     HRC --- MEL[Monitoring, Evaluation and Learning Lead]     RCM --- RCO[Research Communications Officer]     </pre>   |
| <p><b>Contractual information</b></p> <ul style="list-style-type: none"> <li>Contract type: Permanent</li> <li>Hours: 35 (full-time)</li> <li>Band: 6</li> </ul>   |  |
| <p><b>Key working relationships internal</b></p> <p>Research Communications Manager, Research Funding Team, Marketing and Communications Teams, Engagement and Fundraising Directorate, Regional Diabetes UK Offices, SMF Beta Cell Programme Lead</p>   |  |

**Key working relationships external**

People living with diabetes, Diabetes UK-funded researchers,  
wider research community, JDRF

All jobs at Diabetes UK are based on our competency framework called the **What-How Framework**. In the following sections we've listed:

- the key activities you'll undertake (**the What**) and
- the skills, knowledge, experience and behaviours you need to be successful in this role (**the How**).

When applying, focus on the bullet points that are **bold and marked with (S)** only. We will use these elements for shortlisting purposes.

**Key activities – What you need to do**

| Communicating with others  | Collaborating with colleagues   | Building external relationships   | Making change happen   |
|--|---|---|--|
| <p>1. Plan and deliver events and digital content to engage the research community with Diabetes UK's research funding schemes, including the SMF Type 1 Diabetes Grand Challenge. <b>(S)</b></p> <p>2. Plan and produce high quality, engaging and scientifically accurate content about the impact of Diabetes UK- and SMF-funded research for our publications (Balance and Update magazines), proposals, website, social media channels, events and mailings. <b>(S)</b></p> | <p>4. Work with the Diabetes UK Research Funding Team and to plan and deliver engagement activities for the research community. <b>(S)</b></p> <p>5. Work with media, marketing, and communication teams to develop and disseminate creative, engaging and accessible content about the impact of Diabetes UK- and SMF-funded research and amplify messaging. <b>(S)</b></p> <p>6. Provide communications support for the SMF Type 1 Diabetes Grand Challenge team as needed.</p> | <p>8. Build and manage relationships with Diabetes UK- and SMF-funded researchers through interviews, lab visits, conference attendance and other engagement activities, ensuring that useful and engaging content is gathered throughout. <b>(S)</b></p> | <p>9. Seek out new opportunities to communicate about Diabetes UK funding schemes and research impact.</p> |

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| <p>3. Develop and deliver internal communications (e.g., intranet content, presentations, workshops) to ensure that the Diabetes UK's research, including the SMF Type 1 Diabetes Grand Challenge, has a high profile across the charity and is well understood.</p> | <p>7. Support the fundraising team with research funding bids and reports.</p> |  |  |
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**Skills, knowledge, experience and behaviours – How you need to do it**

When applying, focus on the bullet points that are **bold and marked with (S)** only. We will use these elements for shortlisting purposes.

| Delivering strategy and objectives   | Collaborating with colleagues  | Communicating with others   | Managing and developing self   |
|--|--|---|--|
| <ol style="list-style-type: none"> <li>1. Ability to work independently once objectives and work-plans have been agreed, ensuring a high attention to detail and accuracy in all work.</li> <li>2. Good knowledge of the research funding landscape and the needs of the research community. <b>(S)</b></li> <li>3. Good knowledge of research methods, with an ability to critique scientific papers, and an understanding of the diabetes research field. <b>(S)</b></li> <li>4. Skilled at planning and managing multiple streams of work, prioritising and working to deadlines. <b>(S)</b></li> </ol> | <ol style="list-style-type: none"> <li>5. Skilled at building excellent working relationships and collaborating effectively within a team and across multiple organisations, taking into account others' work schedules, priorities and needs. <b>(S)</b></li> </ol> | <ol style="list-style-type: none"> <li>6. Experienced at communicating complex scientific topics and messages in understandable and engaging ways to various audiences. <b>(S)</b></li> <li>7. Experienced at developing research content in different formats (e.g., print, presentations, social posts, videos) tailored to the needs and motivations of the target audience. <b>(S)</b></li> </ol> | <ol style="list-style-type: none"> <li>8. Committed to maintaining and developing science communication skills and diabetes research knowledge.</li> </ol> |

**Qualifications – Qualifications you need to carry out this role**

A first- or second-class degree in a relevant science discipline is **essential**. A post graduate qualification in a relevant science discipline or science communication is **desirable**.