

JOB DESCRIPTION

Junior Researcher

- Salary: £20,000 - £25,000
- Hours: 40 hours per week
- Holidays: 20 days paid holiday pro rata + Bank holidays + Eid days
- Reports to Head of Policy
- Based at London Head Office with some travel required

THE ORGANISATION

MEND is a not-for-profit organisation that was founded to empower and encourage British Muslims within local communities to be more actively involved in British media and politics. We aim to achieve this by:

- Providing critical commentary and analysis on the media coverage that maligns Islam and Muslims and foments anti-Muslim prejudice in the UK and across Europe.
- Promoting active Muslim citizenship through participation in the British political process and fostering close ties with key political institutions.
- Working with organisations to ensure Islamophobia is regarded as socially unacceptable as anti-Semitism and other forms of racism and xenophobia.
- Working with mainstream organisations, in policy forums and public consultations, such as select committees and the Leveson Inquiry to provide informed and critical perspectives on policy issues and ensure an accurate and balanced portrayal of Islam and Muslims in the media.

THE ROLE

We are looking for an enthusiastic team player with excellent written and research skills to join our dynamic team at the head office in London. You will be an essential part of the research team and contribute to producing high quality analysis and research regarding the contributions of British Muslims and the challenges that face Muslim communities.

Specifically, you will be involved in a variety of projects surrounding issues such as:

- Media output on Islam and Muslims.
- Islamophobia, hate crime, and religiously motivated discrimination.
- Policy development surrounding integration, social cohesion and religion in society.
- Politically motivated violence and measures to prevent it.
- Encouraging the active engagement of British Muslims in political and media institutions.

Responsibilities include:

- Writing analysis and news articles on current affairs.
- Preparing briefings.
- Contributing to submissions for governmental inquiries and the UN.
- Summarising reports, bills, and green papers.
- Contributing to research projects.
- Assisting in the preparation of educational materials and courses designed to empower communities.
- Contributing to research by preparing qualitative and quantitative data collection and analysis.
- Preparing oral and/or visual presentations for speaking engagements.
- Contributing to organisational campaign strategies in response to current affairs.
- Other duties and responsibilities which are not outlined above but which are consistent with the role.

This is a great opportunity for an aspiring researcher to make an impact in a fast-expanding organisation that is passionate about improving Muslim participation in media and politics.

THE CANDIDATE

Required knowledge:

The candidate will be required to have an appreciation and understanding of debates and issues surrounding the following areas:

- Islamophobia, hate crime, and racial and religious equality.
- British Muslims in education.
- The representation of Muslims and minorities in the media.
- Muslims in the labour market.
- Counter-terror.
- Crime, policing, and minority communities.
- Factors influencing patterns of political engagement and exclusion.
- Religious and cultural rights.

Essential skills:

- First or upper second-class undergraduate degree in a relevant subject area.
- Excellent IT skills.
- Excellent communication skills.
- Exceptional interpersonal skills.
- Evidence of written skills.
- Demonstrable creative approaches to problem solving.

Desirable skills:

- A Masters degree in a relevant subject area.

- Research skills in quantitative and qualitative analysis.
- Experience of working with Muslim organisations in the UK.
- An understanding of the political and media landscape of the UK.
- A willingness to occasionally travel throughout the UK.

Personal attributes:

- The ability to work effectively as part of a team.
- Excellent organisational and time-management skills.
- The ability to work with a high degree of autonomy and independence.
- Strong commitment to equality and a deep passion for the values and objectives of MEND.
- Possessing a passion for media, politics, research, promoting political engagement, and tackling inequalities.
- Ability to work under pressure and respond to deadlines.

THE PROCESS

To apply (or for more information), please:

- email naeem.ibnfarooq@mend.org.uk with the subject as 'Job Application – Junior Researcher'.
- attach your **CV and cover letter** stating why you are suitable for the role.
- submit your application in Microsoft Word format and anonymise your cover letter as part of our ongoing efforts to ensure unbiased shortlisting for interview.

Closing date for applications: 21 July 2019 (midnight)

We regret, only candidates shortlisted for interview will be contacted.