



JOB DESCRIPTION			
Job title	Researcher	Department	Ada Lovelace Institute
Job holder	Vacant	Reports to	Senior Researcher, Algorithm Accountability
Job type	Fixed term contract	Date created/amended	January 2021
Job aim	The Ada Lovelace Institute hiring a researcher for project evaluating methods of dataset and algorithm auditing and impact assessments.		
Key responsibilities: Including but not limited to			
1. Conducting qualitative research			
	<ul style="list-style-type: none"> ▪ Working with the Senior Researcher, co-leading qualitative interviews with experts and public agency officials on algorithm auditing and impact assessment methods ▪ Creating a literature review on auditing and assessment methods ▪ Following established research ethics practices and procedures for data collection ▪ Using qualitative research analysis to produce a public facing report 		
2. Co-authoring a report and recommendations			
	<ul style="list-style-type: none"> ▪ Developing recommendations for auditing and assessing models and datasets ▪ Co-authoring a report on the research via the Ada Lovelace Institute website 		
3. Communications			
	<ul style="list-style-type: none"> ▪ Drafting and editing papers, reports, blogs and other resources ▪ Working with the comms and content team to define communications strategy and see outputs through from inception to publication 		

Person specification	Essential (E) or Desirable (D)
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Experience	
Experience with social research techniques and excellent drafting skills (whether through experience or academic training)	E
Experience developing and implementing audits and assessments of algorithms and datasets in the public or private sector	D
Experience of working in a policy or industry environment, such as international organisations, government agencies, think tanks or learned societies; or experience in tech companies or consultancies	D
Experience of writing on complex topics for a general audience	D
Experience in setting up research collaborations involving multiple stakeholders	D
Experience with research planning and coordination, working with committees or working groups	D
Knowledge and Skills	
A keen and demonstrable interest in issues of AI and data ethics, responsible research and innovation and wider policy	E
A relevant degree or preferably a Masters in law or a closely related qualification	D
Ability to work with a diverse range of stakeholders	E
Editorial, synthesis and analysis skills	E
Expertise in technical methods for assessing an algorithm	D
Qualitative interviewing and analysis skills	E
Excellent project management skills	E
Personal Qualities	
A commitment to equality, diversity and inclusion	E
Flexible and creative, able to think outside the box	E
A collaborative approach to research and thinking, and a good team player	E
The ability to communicate research clearly	E