

JOB DESCRIPTION			
Job title	Researcher	Department	Ada Lovelace Institute
Job holder	New post	Reports to	Public Participation & Research Practice Lead
Job type	Full time, 2-year fixed term contract	Date created	November 2025
Job aim	To ensure the Ada Lovelace Institute’s qualitative and participatory research is conducted with care, integrity and to standards of excellence by: • Contributing experience and expertise to project research design, evidence building, analysis and writing up of participatory and qualitative research, which enhances Ada’s mission to make data and AI work for everyone in society. • Working collaboratively, across the organisation, to contribute to project ideation, development and research design, in ways that support our strategic aims. • Providing project management and administrative support to enable the delivery of timely, ethical and high-quality research. • Fostering positive research relationships with research teams in other research domains, and external partners, including community groups, research organisations and funders. • Contributing to cross-cutting work that supports research practice and culture at Ada, including helping to design and deliver events and guidance, training programmes, or resources.		
Key responsibilities: <i>Including but not limited to</i>			
1. Participatory and qualitative research			
	▪ Supporting qualitative research projects, and particularly participatory research with publics, through design, fieldwork, analysis and writing up phases of work, on topics such as (but not limited to): public attitudes towards data and AI, participatory paradigms in technology practices, and lived experiences of impacted/affected communities. ▪ Conducting desk research, gathering information and analysing data across a variety of disciplines and domains (including academic literature, primary research, official data sets, policy literature). ▪ Working flexibly and proactively within multi-disciplinary and cross-disciplinary project teams, being responsive to the needs and perspectives of external partners and internal colleagues. ▪ Contributing to and developing organisational expertise in designing and communicating various forms of participatory research, deliberative engagement, qualitative social science. ▪ Progressing and administering projects through a project management process, ensuring they are delivered to specification, time and budget; and keeping colleagues informed on progress and issues.		

	▪ Drafting and editing papers, reports, literature reviews, and articles, collaboratively and independently. ▪ Consolidating, integrating and responding to feedback from internal colleagues and external reviewers.
2. Research integrity and practice	
	• As a member of the Public Participation & Research Practice (PP&RP) team, to contribute to the development of a positive culture of research integrity across the organisation, by contributing to the improvement of processes or mechanisms for research production. • Working collaboratively with PP&RP colleagues, and other colleagues from Communications and Operations and Strategic Development, on the development, planning, delivery and communication of research integrity principles, guidance, support, and training events. • Engage in regular reflexive practice, contributing to ideation of projects, and the giving and receiving of constructive feedback and support of colleagues. Modelling good practice in these practices. • Developing and implementing processes to enhance ethical research practices, with PP&RP colleagues, and promoting a relational and care-centred approach to engaging publics and research participants.
3. Communication and external relations	
	▪ Working closely with Communications and Content team members, and other staff across Ada, to ensure a fair, ethical and inclusive representation of public voices in our research. ▪ Develop working relationships with organisations and individuals relevant to the work of Ada and PP&RP. ▪ Assist with organisation and effective delivery of communications and engagement activities, such as expert round tables, industry facing or stakeholder workshops, or other events that engage practitioners in the participatory AI ecosystem. ▪ Attend external meetings on behalf of Ada, for the purpose of keeping up-to-date with developments relating to potential, current and previous work and wider issues in the field of AI that are pertinent to the work of PP&RP.
4. Other	
	▪ Support the development of impact measurement and impact case studies. ▪ Contribute to the development an inclusive and anti-oppressive culture and community within Ada. ▪ The above list of key responsibilities (and associated activities) is not exhaustive. It may be necessary to carry out other work within the scope of the role, as reasonably requested.

Person specification	Essential (E) or Desirable (D)
Experience	
Excellent qualitative research experience, gained either inside higher education/academia, working in civil society (e.g., the third sector, community organising/advocacy), or within other independent research organisations.	E
Experience of working in multidisciplinary project teams with researchers or partners from different backgrounds and from diverse social domains (e.g., civil society organisations, community leaders, charities, industry)	E
Experience in setting up and fostering (research) collaborations that engage diverse stakeholders, preferably civil society partners and social actors, e.g., charities, community groups, mutual aid groups, workers collectives.	D
Experience designing or delivering inclusive and ethical participatory public engagement activities (broadly defined), whether structured deliberative activities (e.g., citizen jury), dialogues, workshops.	D
Abilities, Knowledge and Skills	
Excellent project management/planning and time management skills, with experience using project management tools and methods to set tasks and achieve project milestones	E
Demonstrable interests in topics related to: how AI, data and digital technologies affect diverse people and communities; Responsible AI, and/or participatory paradigms or frameworks in the technology sector.	E
An understanding of the kinds of societal impacts and methodological challenges that AI research can present for diverse people and communities	E
Understanding of how participatory and/or qualitative research can be best utilised to generate evidence that supports Ada's mission to make data and AI work for everyone in society.	E
Ability to communicate to a wide and diverse range of audiences	E
Ability to think strategically about how evidence from participatory research or lived experience can best be understood and communicated to policy or industry stakeholders.	E
Personal Qualities	
Works collaboratively with other teammates, including fellow researchers and members of cross-functional teams like comms, policy, and public affairs, lending support where required	E

Regularly updates management and team on their work milestones, progress, and reaches out proactively to address any challenges or problems they may encounter	E
Regularly seeks constructive feedback from other team members	E
A commitment to equality, diversity and inclusion	E
Flexible and creative, able to think outside the box	E
Ability to work with a diverse range of stakeholders in a collaborative way, making sure to treat internal and external partners with respect and being highly communicative and responsive to partner needs	E