

high

trees



Job Pack

**HEAD OF COMMUNITY
RESEARCH & IMPACT**

Welcome to High Trees!

High Trees has been serving the Lambeth community for the past 26 years. Our work is specifically designed to provide integrated support to create sustainable change for both the individuals we support and the community in which we work. We also strive to make the VCS (Voluntary and Community Sector) more integrated as a whole, so that together, we can take collective action in addressing some of the entrenched issues effecting Lambeth's most excluded communities.

We do this through our five areas of work:

- **Community Research & Impact:** Focusing on community-led research and sector capacity building support, our Research & Impact team work across all services, teams and wider Lambeth to develop collaborative working and community research practices strengthen the sector and improve outcomes for Lambeth residents.
- **Community Action:** Partnering with communities - both individuals and organisations - to strengthen voices, build capacity and create pathways for action that leads to better outcomes for Lambeth through capacity building support, volunteering opportunities and routes for social action.
- **Children, Young People & Families:** Working on the basis of early intervention, we deliver a range of services focused on play, study, coaching and social action aimed at improving the aspirations and wellbeing of children and young people.
- **Employment & Careers:** We provide bespoke one-to-one employment support with experienced advisors who are experts in helping those with multiple barriers find work.
- **Community Education & Training:** We specialise in delivering basic skills training to provide individuals with the skills they need for work and life, including ESOL, functional skills, ICT and vocational courses.

High Trees strives to ensure our services remain firmly rooted in the local community, responsive to and driven by local need and always delivered in the spirit of partnership and collaboration.

HEAD OF COMMUNITY RESEARCH & IMPACT

Job Description

Salary	£45,000 - £54,000
Hours	Full Time (35 hours per week)
Location	High Trees Hub, 220 Upper Tulse Hill, SW2 2NS
Reporting to	Co-CEOs

As Head of Community Research and Impact you will lead a small but skilled team, delivering across our community research, impact and evaluation and communications functions. You will take a leading role in shaping and delivering our strategic vision for community-led research. [Our approach](#) to research aims to rebalance the role and power that communities have in deciding how research is informed, delivered and used to improve lives for Lambeth residents. This role will champion collaborative research practices, foster meaningful partnerships, and ensure our work drives tangible, positive change for the communities we serve.

High Trees has built a strong foundation for its community-led research work over the past few years and has developed two flagship community research partnerships: [Lambeth Peer Action Collective](#) and [Lambeth Community Research Network](#). We are now seeking an exceptional individual to significantly expand our work in this area to further build local evidence of community need, to work with communities to identify solutions and appropriate responses to local challenges and to advocate for change to policy and practice where needed.

To be successful in this role you will need to be able to develop new research projects which incorporate meaningful community involvement and have the potential to lead to positive change. You will take the lead on the design of new research programmes, sourcing funding to support these programmes and ensuring research projects are completed to a high standard, including the production of high-quality research outputs.

You will also lead the development of infrastructure around community-led research in Lambeth. Through the Lambeth Community Research Network, voluntary and community organisations will be able to access training, resources and networking opportunities that will enable them to build their capacity in developing and delivering new community-led research projects. The network will also create new opportunities for research collaborations between academics, public sector bodies and voluntary and community sector organisations.

As Head of Service, another key function of your role is the leadership and oversight of High Trees Monitoring & Evaluation and Communications, including of our partnerships. This allows us to ensure we continue to deliver services that have the impact we intend, and that this impact is evidenced and communicated to our key stakeholders.

You will bring an understanding of how work and projects should be designed, delivered, and evaluated to ensure they continue to respond to community needs and priorities. You will also instinctively understand the challenges faced by VCS organisations and communities alike, whether gained from a track record of working in the sector or a related field. High Trees work aims to create tangible benefits for all those we work with and you will be excited to ensure that High Trees continues to set the standard for community-led research and system change while creating tools, resources, and practices that benefit the wider sector.

At High Trees, our local community is at the heart of everything we do. You'll bring significant professional experience working in research and/or community settings, demonstrating your ability to build trust, foster collaboration, and develop initiatives that reflect and respond to local priorities. This role is an opportunity to drive meaningful change, expand our impact, and strengthen the role of community research in shaping a fairer, more inclusive future.

KEY ACCOUNTABILITIES

- Lead and manage the Research and Impact team, ensuring alignment with organisational objectives.
- Expand High Trees' community research and consultation work, strengthening internal and VCS organisations' capacity to contribute to a new community research network.
- Oversee High Trees' direct community research projects, collaborating with subject experts to produce high-quality, impactful reports.
- Support VCS organisations by providing community research and capacity-building assistance.
- Lead and embed Monitoring, Evaluation, and Communications processes across High Trees and partnership work.
- Work with the MEL Lead and Senior Communications Officer to oversee internal Monitoring, Evaluation, and Learning (MEL) processes and effectively communicate impact.
- Strengthen existing partnerships and develop new collaborations for High Trees directly and for our two community-research partnerships
- Build and maintain key strategic relationships for the organisation with scope for developing new research and/or funding streams for our community research work and partnerships.
- Deliver projects within your areas of responsibility, ensuring alignment with High Trees' strategic objectives.
- Strengthen existing partnerships and develop new collaborations.
- Collaborate with Co-CEOs to secure funding and contracts for your service area.
- Contribute to High Trees' Senior Management team, supporting the organisation in achieving its strategic goals.

PERSON SPECIFICATION

The person specification is an idea of the skills, knowledge and experience required to carry out the job. The person specification will be used in the short listing and interview process for this post. Applicants who possess the essential requirements but not the desirable requirements should not be discouraged from applying.

ESSENTIAL

- Experience in conducting or leading research projects.
- Experience of qualitative and mixed methods research methods and knowledge of a variety of participatory research approaches.
- Experience managing multiple projects/programmes of work and service planning.
- Ability to build positive, meaningful, and long-lasting relationships with a range of people and organisations, including community and academic organisations.
- Excellent written and oral communication skills, including the ability to adapt communication to the situation.
- Excellent time management skills with the ability to multi-task and prioritise, and complete work within deadlines.
- Experience in line management.

DESIRABLE

- Postgraduate degree in a relevant area (e.g. social sciences) or equivalent research experience.
- Experience reporting to funders and writing funding bids.
- Experience managing VCS partnerships.
- A sensitivity to issues of access and power dynamics and ability to work in an inclusive, supportive way and advocate for under-served and under-represented voices.
- Excellent administration and organisation skills coupled with analytical skills and a strong attention to detail.

HOW TO APPLY

Please send a CV and covering letter (no more than 2 pages) giving an overview of your skills and experience. Please also attach the applicant monitoring form and the additional information form and send these across to recruitment@high-trees.org with 'Head of R&I' in the subject line.

All applications must be received by Wednesday 12th March at 11.59pm.

If you would like more information about the role or High Trees, please contact recruitment@high-trees.org

Working at High Trees

We know our staff are our biggest asset and our biggest investment. Our small yet dynamic staff team of 30 have come to High Trees through a variety of paths; some have a long track record of work in the sector, others have brought in skills learned elsewhere and some have joined our staff through using our services. All share a passion for the work we do and a commitment to ensure our impact is meaningful for those we work with.

All our staff are supported to grow and develop through regular one-to-ones with their manager, a programme of organisation wide and individual CPD. They are given the opportunity to contribute to the work of the organisation as a whole rather than focused solely on the work of their team. We're proud of the fact that over 50% of our management team have been promoted from within our organisation.

Employee Benefits

- 35 days annual leave (inclusive of bank holidays and 3 Christmas days) rising by 1 day each year after 2 years of service (capped at an additional 8 days)
- Enhanced maternity/paternity/adoption leave after 2 years' service
- Save money off a new bike with the Cycle to Work scheme
- Up to 7% contribution to the staff pension scheme
- 24/7 Employee Support Line
- Clear pay structure with yearly increments (based on performance)
- Annual Staff away day
- Premium eye-care vouchers through Specsavers and season ticket loans

We know that if you're considering a role at High Trees, you are primarily driven by a desire to make impactful change and we hope you will consider joining our team.

