

Job Description:

Research Communications Officer

Job Purpose:

To strengthen the profile of the charity, communicating on our research portfolio, and developing stories of research impact in an audience appropriate way through all channels, working with the Marketing and Communications team to keep colleagues and our supporters up to date with research developments in the UK and internationally.

Contract Type: Full Time – Permanent

Salary: Circa £33.5k pa

Reports to: Director of Research, Policy and Innovation

Direct Reports: None

Location: Head Office in Milton Keynes. Flexible, Hybrid Working Model up to two days working from home pw.

Main duties:

The Research Communications Officer will support the development and delivery of the research communications programme, including the following activities:

- Identify opportunities within Brain Tumour Research’s research portfolio for proactive research communication
- Produce exciting and engaging research content for a variety of channels
- Develop strong working relationships with the researchers, keep up to date with their research, outputs, collaborations and successes for effective communication to colleagues and our audiences
- Develop high quality written and visual content, in conjunction with the marketing team, for a range of communication channels including publications, web copy, video, presentations, email communications, and social media content, that will cut through and have impact
- Ensure that our research is accessible, understandable, and shared creatively with our audiences
- Work with the digital team to ensure that research communications are optimised for digital channels
- Identify opportunities to highlight the Research Centres of Excellence studies and academic outputs to demonstrate the breadth and impact of the Centres’ research activity
- Translate research paper information into layman’s terms to communicate to our community the impact of the research that is being carried out in our centres

- Identify PR opportunities relating to research that is being carried out and assist the PR team to write press releases which raise awareness of the success of our programmes of research
- Identify topics for, and draft, brain tumour research thought leadership articles for publication in leading scientific journals and the charity blog
- Contribute to and draft the Research section of the Believe magazine
- Produce the weekly Research News update
- Keep the research pages of the website up to date and impactful, highlighting research successes and breakthroughs
- Working with the Communications team, provide a regular stream of research articles for our e-news, the blog and social media
- Use research communications to support fundraising activities
- Provide weekly updates on activities and objectives
- Join team meetings and provide honest and constructive input where required / appropriate
- Comply with Brain Tumour Research's internal policies as appropriate.
- Undertake any other reasonable duties as required by the Director of Research, Policy and Innovation and the Leadership Team

Skills and Experience:

- **Education and qualification**

A post graduate qualification in a relevant science discipline or science communication is desirable

- **Specialist knowledge and skills**

Excellent writing, editing and proofreading skills, with exceptional attention to detail

Ability to communicate complex research messages to various audiences including to a lay audience and bringing research to life

Communicating science, delivering a proactive research communications programme

Committed to delivering excellent, consistent and professional standards

- **Relevant experience**

Knowledge of the life sciences sector

Experience of communications within an academic, charity or healthcare environment

Experience of communicating technical and complicated information and concepts, and making them accessible to a wide range of audiences

Experience of creating compelling, innovative and effective communications content, and optimising content for different channels (e.g. website, social media, email, publications)

Experience of conversing sensitively and empathetically with members of the public who may be going through current or recent traumatic experiences.