



Role Profile

Career family	People Care
Professional pathway	Public Health
Professional pathway level	Technical / Professional Expert or Specialist (Tier 6b)
Associated job summary overviews	Research Practitioner
Grade / Grade range	Grade 11
Reference number	

Purpose

Provide high-level technical expertise and specialist knowledge in a defined area of practice. Lead on complex problem-solving, contribute to strategic planning, and ensure that professional standards and best practices are upheld. Act as a key advisor to senior leaders and colleagues, using their expertise to influence decisions and improve service outcomes. The role supports more senior officers as well as supervising interns and management trainees as required.

Corporate accountabilities

- Be technically sound and proficient in an area of specialism by keeping up to date with latest updates, industry best practice and improvements ensuring you can drive continual improvements.
- Demonstrate professionalism at all times and embrace matrix working with colleagues and partners, removing silos.
- Work with senior leaders of the organisation to influence and support in the development and delivery of service delivery plans, workforce strategy and our people and culture strategy.
- Share best practice, coach and train new colleagues on work, systems and practices within the service.
- Identify and lead development opportunities across the organisation, with partners and communities.
- Responsible for finding proactive resolutions, working closely with managers and senior technical or senior professional leads ensuring risks are mitigated.
- Prevent or mitigate risks within services, including risks to health and wellbeing
- Be innovative - and seek to lead change.
- Communicate clearly and effectively with colleagues and customers, including communicating complex technical information.
- Influence and negotiate with stakeholders to achieve desired outcomes.
- Act as an Equality, Diversity and Inclusion (EDI) role model, taking responsibility for learning about EDI and promoting an inclusive working environment.
- Seek to enhance the health and wellbeing of yourself and others



- Provide active leadership to drive improved environmental performance within your business area.
- Champion our organisation's commitments to environmental sustainability with your teams, partners and suppliers.
- Actively seek opportunities to improve value for money in service delivery and drive organisational efficiency using your technical expertise to support and provide guidance to senior managers.
- Adhere to contract and financial policies, procedures and timelines to ensure the Council's transactions, commitments, contracts, and essential accounting information are recorded completely, accurately, and promptly.
- Manage contracts in accordance with the Council's Contract Management Framework. Actively seek opportunities to improve value for money and use your technical expertise, market knowledge and relationship management skills to promote innovation and performance improvement. Plan for major contract changes or contract renewals and provide support and guidance to the Senior Responsible Officer (SRO) if assigned to the contract.

Professional pathway accountabilities

- Provide authoritative technical advice and guidance within a defined area of expertise.
- Support the delivery of policy relevant research that matters to residents, and contribute to the delivery of OCC's research strategy, focussing on improving the health and wellbeing of people in Oxfordshire and tackling inequalities.
- Contribute to strategic planning and policy development through expert insight and research.
- Ensure compliance with relevant legislation, standards, and best practices.
- Conduct literature reviews, and quick qualitative and quantitative in-house studies for decision making and grant writing.
- Support and foster integration of public health research, climate change, economic improvement and health and social care delivery.
- Analyse, evaluate and interpret data and critically appraise research evidence from a range of sources to inform the development and review of public health research priorities.
- Represent the Council and Public Health in specialist forums, networks, or working groups.
- Support innovation by researching and applying emerging trends, best practice and/or technologies.
- Share expertise through mentoring, training, and knowledge exchange with colleagues.
- Collaborate with managers and stakeholders to align technical input with service goals.

Essential skills, knowledge and experience required

Professional qualification or experience relevant to the specialist field

In-depth knowledge of current practices, standards, and developments in area of expertise

Knowledge of how to apply governance and compliance principles in operational settings

Proven experience in applying technical knowledge to solve complex problems

Ability to interpret and advise on policy, legislation, or regulatory frameworks

Strong analytical skills with experience in using data to inform decisions

Excellent communication skills to explain complex information clearly to varied audiences



Experience contributing to strategic planning or service development

Values and behaviours

Our organisational values underpin everything we do and say. In short: our values describe 'the way we do things here'. They are:

- **Always learning**
- **Be kind and caring**
- **Equality and integrity**
- **Take responsibility**
- **Daring to do it differently**

For full details, please check this link [Our organisational values and behaviours | Oxfordshire County Council Intranet](#)

Accessibility

If you (or anyone you know) needs this document in an alternative format i.e., Easy Read, large text, audio, Braille, or a community language, please contact your line manager to discuss your requirements or call the council's customer services team on 01865 792422 and we will work with you to meet your needs.



Job Summary Overview

Job title	Local Authority Research Practitioner (LARP) (2 years - Fixed term contract)
Career family	People Care
Professional pathway	Public Health
Professional pathway level	Technical / Professional Expert or Specialist (Tier 6b)
Grade	Grade 11
Reports to	Head of Research
Financial responsibility	N/a
Supervisory responsibility	N/a
Reference number	

This job summary overview should be read in conjunction with the associated role profile corresponding to the professional pathway level.

Job Summary

This role will be responsible to support the implementation of Oxfordshire County Council research strategy, and the expansion of the local and national NIHR public health research portfolio.

This unique post is jointly funded by OCC and the NIHR RSS Specialist Centre for Public Health delivered by the Universities of Newcastle and Southampton. As such, it provides opportunities to shape public health research both locally and nationally.

This full-time, fixed term role will have three main areas of responsibility:

- Support the delivery of policy-relevant research that matters to residents, and the implementation of OCC's research strategy, focusing on improving the health and wellbeing of people in Oxfordshire and tackling inequalities.
- Help to create a culture of research at OCC where officers and councillors understand what research is and why it matters to the council.
- Contribute to public health research capacity and capability development regionally and nationally through research dissemination and being part of the NIHR RSS Specialist Centre of Public Health (SCPH), University of Southampton and Partners, and the Local Authority Research Practitioner (LARP) network, including sharing best practice, linking with engagement leads, and supporting the evaluation of the LARP role.

Locally, the post holder will support research capability and capacity development at OCC and across Oxfordshire. This will include working with research team, officers, councillors and system partners



(Oxfordshire's universities, academic networks, hospitals, communities, and district councils) to implement OCC's research strategy.

The Research Practitioner will contribute to five key strategic priorities within Oxfordshire County Council. These are:

- Collaborate: Foster research partnerships across communities, voluntary sector organisations, academic institutions, and local authorities. Facilitate integrated research, expand networks, and encourage community participation throughout the research process.
- Embed: Help embed research capacity and capability within the council by supporting staff training, providing guidance, and promoting a culture of evidence-based practice across departments. This includes contributing to skills audits, staff development, and ensuring research is part of everyday council operations.
- Enable: Create an enabling environment for research by helping to secure funding, supporting governance processes, and ensuring officers have access to ethics approval and data insights. Work closely with the Data team to align research with the council's data strategy.
- Support: Promote the value of evidence and research in decision-making, share findings with stakeholders, and help set research priorities in collaboration with leadership teams. Support integration of research into policies, strategies, and business planning.
- Improve: Support carrying out of high-quality research to address local needs, inform innovation, and reduce inequalities. Including evaluating the impact of research activities and adapt approaches as the council becomes increasingly research active.

These priorities aim to drive better outcomes for residents, improve services, and reduce inequalities across Oxfordshire.

- The postholder will also provide key support for the other strategic areas, including helping to run the Oxfordshire Community Research Network (OCRN - a network of volunteer and community organisations, research public involvement leads, and NHS organisations working together to support the development and prioritisation of community research) and the Local Policy Lab.
- In their work for the NIHR RSS Specialist Centre for Public Health, the postholder will use their applied public health knowledge, skills and experience to support funding ideas and applications for projects, programmes, and fellowships. This may be through one-to-one discussions or as part of more formal funding support meetings with other RSS staff.
- They will also contribute to the wider development of capabilities and capacity of research in non-clinical settings. This may include early discussions with prospective researchers / early-career researchers about what research is and contributing to training and development opportunities for researchers from non-clinical settings.
- They will also support the wider development of the Specialist Centre for Public Health, such as the development of supporting materials for research in non-clinical settings and helping with communications.
- Support the commissioning of public health research and draw insights from research to support the development and improvement of public health and other health and wellbeing services.
- Support ethics application development
- Undertake regular reporting to OCC and the SCPH (Newcastle and Southampton Universities and partners) to support the evaluation of the LARP roles and demonstrate impact on research capacity and capability in Local Authorities.
- Contribute specialist knowledge and information, including interpreting and communicating key public health and research messages, to a wide range of audiences including councillors, health professionals and the public.



Specific requirements	Essential Mark with ✓	Desirable Mark with ✓
Post Graduate qualification preferably in public health, social sciences or equivalent experience to a graduate level that includes applied research in health, public health or similar.	✓	
Strong understanding of UK public health research landscape with experience of conducting research and guiding others on how to do it.	✓	
A good understanding of study designs and methodologies, including those used in prevention and population studies.	✓	
A good understanding of information governance, confidentiality and ethics as applied to data sharing and to research.	✓	
Proven ability to work as part of multi-disciplinary team.	✓	
Knowledge and experience of using both quantitative and qualitative data and research methods.	✓	
Broad understanding of epidemiology and statistics and of the evidence base regarding the wider determinants of health and their relationship to health and inequalities.	✓	
Knowledge and experience of IT and statistical packages (for example, excel, PowerPoint, Stata, R and reference management (for example, Endnote) software	✓	
Experience of undertaking comprehensive/systematic reviews of the health and related topics literature.	✓	
Understand application of Public Involvement and Community Engagement (PICE) and Equality, Diversity and Inclusion (EDI) in research.	✓	
Experience of independent work in a research environment		✓
Experience of applying for research funding		✓
Academic track record, such as publishing in peer-reviewed journals or presenting at conferences		✓
Experience of the process of applying for approval from research ethics committees		✓
Experience of working with or in Local Authorities, or in a political environment		✓
Experience of taking an inclusive approach to working with diverse communities and members of the public to develop, deliver and disseminate research		✓
Evidence of organising training for different audiences		✓
Project and people management skills and experience		✓

Working Arrangements

- The post is not politically restricted.
- Basic DBS check with Barring List is required. [Note – this should be based on Verifile record/title]
- Contractual base as detailed on contract, but you are able to work on a flexible basis in line with our [Agile Working Policy](#)
- Able to travel across the county and work from various office locations within the county.



Health and Safety at Work

All employees have responsibilities for health and safety – both for themselves, colleagues and the people we work with.

The potential significant hazard(s) and risk(s) for this post are identified below (those ticked).

<input type="checkbox"/>	Provision of personal care on a regular basis	<input type="checkbox"/>	Driving HGV or LGV for work
<input type="checkbox"/>	Regular manual handling (which includes assisting, manoeuvring, pushing and pulling) of people (including pupils) or objects	<input type="checkbox"/>	Any other frequent driving or prolonged driving at work activities (e.g. long journeys driving own private vehicle or a council vehicle for work purposes)
<input type="checkbox"/>	Working at height/ using ladders on a regular/ repetitive basis	<input checked="" type="checkbox"/>	Restricted postural change – prolonged sitting
<input type="checkbox"/>	Lone working on a regular basis	<input type="checkbox"/>	Restricted postural change – prolonged standing
<input type="checkbox"/>	Night work	<input type="checkbox"/>	Regular/repetitive bending/ squatting/ kneeling/crouching
<input type="checkbox"/>	Rotating shift work	<input type="checkbox"/>	Manual cleaning/ domestic duties
<input type="checkbox"/>	Working on/ or near a road	<input type="checkbox"/>	Regular work outdoors
<input checked="" type="checkbox"/>	Significant use of computers (display screen equipment)	<input type="checkbox"/>	Work with vulnerable children or vulnerable adults
<input checked="" type="checkbox"/>	Undertaking repetitive tasks	<input type="checkbox"/>	Working with challenging behaviours
<input type="checkbox"/>	Continual telephone use (call centres)	<input type="checkbox"/>	Regular work with skin irritants/ allergens
<input type="checkbox"/>	Work requiring hearing protection (exposure to noise above action levels)	<input type="checkbox"/>	Regular work with respiratory irritants/ allergens (exposure to dust, fumes, chemicals, fibres)
<input type="checkbox"/>	Work requiring respirators or masks	<input type="checkbox"/>	Work with vibrating tools/ machinery
<input type="checkbox"/>	Work involving food handling	<input type="checkbox"/>	Work with waste, refuse
<input type="checkbox"/>	Potential exposure to blood or bodily fluids	<input type="checkbox"/>	Face-to-face contact with members of the public
<input type="checkbox"/>	Other (please specify):		