



Job description

The **UK Council for Psychotherapy (UKCP)** is the leading professional body for the education, training, accreditation and regulation of psychotherapists and psychotherapeutic counsellors. Our register of over 8,000 individual therapists is accredited by the Professional Standards Authority (PSA). As part of our commitment to work for public benefit, we strive to improve access to psychotherapy, to support and disseminate research, to improve standards and to respond effectively to complaints against therapists on our register.

Title	Policy and research officer
Reporting to	Policy and research manager
Direct Reports	None
Salary	£33,824 per annum (pro-rated for part-time)
Location	UKCP, York House, 221 Pentonville Road, London, N1 9UZ, or working remotely, or other locations from time to time.

Aim

To support UKCP's strategic aims and objectives by contributing to the development and implementation of UKCP's national policy work and advocating for members and the therapy services in which they work.

To help to support and promote the interests of UKCP psychotherapists and psychotherapeutic counsellors and their clients in developing effective links with parliament, policymakers and influencers.

To support twin goals of strengthening the psychotherapy workforce and strengthening the psychotherapy evidence base.

To contribute to the development and implementation of UKCP's research and policy strategy, including providing research support for campaigning to policymakers.

Research and Policy Officer
December 24

To help to support and promote the research work of UKCP psychotherapists and psychotherapeutic counsellors.

To keep up to date with the latest developments in psychotherapy research.

Main duties and responsibilities:

- To assist the policy and research manager and wider campaigns team in their ongoing national policy and campaigning work, such as raising awareness of psychotherapy and improving access to psychotherapy.
- Supporting all aspects of policy, campaigning and public affairs work – including MP engagement, campaign design and administration.
- Leading on UKCP’s devolved policy engagement work in Scotland, Wales and Northern Ireland.
- Building relationships with stakeholders within parliament, public bodies, higher education institutions and the wider mental health sector.
- Contribute to work to lobby Government, NHS England, local commissioners and other decision makers and stakeholders.
- Undertake desk-based research to support policy objectives, such as literature reviews and scoping research.
- To support appropriate research projects, including collecting and analysing survey data.
- Provide administrative support to the organisation’s research committees.
- To assist in the organisation’s advocacy work on behalf of members, and services where members work, under the supervision of the policy and research manager.
- Contribute to social media and blogs on the website, when relevant to specific policy and research work.
- Produce written briefings, publications and other materials that communicate complex messages clearly and effectively to different audiences.
- To provide policy and research input to support the delivery of the UKCP strategy.

This is not an exhaustive list and you are required to be flexible in your approach to carrying out your duties which may change from time to time to reflect changes in UKCP's approach to a culture of continuous improvement.

Person Specification

Essential:

- A good working understanding of policymaking, public affairs and campaigning.
- An understanding of parliamentary procedures and how to influence the political and policy making process.
- Ability to understand and analyse information including research reports and legislation.
- Experience of conducting research in an academic context.
- Excellent written communication skills, with the ability to write for a range of non-academic and academic audiences.
- Ability to engage and build positive relationships, including with colleagues from other organisations across the sector, and with higher profile stakeholders such as MPs and policy makers.
- Ability to propose and manage projects independently, as well as work as part of a team to deliver pre-determined objectives.
- Excellent ability to plan and prioritise multiple projects to meet agreed deadlines and targets, and ability to respond to tight deadlines and changing circumstances.
- Commitment to equity, diversity and inclusion and ability to put this into practice.

Desirable:

- A master's degree in a relevant social science subject such as politics, psychology, or social policy.
- An understanding of national and local NHS structures, and an overview of current issues facing the public provision of psychological therapy.
- Experiencing of conducting qualitative research.
- Experience using data analysis software, such as STATA or R.

- Experience of local campaigning.
- Experience of engaging service-users in the policy and campaigns process.
- An awareness of current issues in mental health and appropriate language.
- Knowledge of devolved policymaking processes in any of the four nations.

Our values

Our values are central to us.

We recruit according to these values, appraise our people against them, embed them in our working practices with colleagues, ensure that UKCP's practice is continually informed by them and measure our impact against them.

- We believe in working with **integrity** throughout the organisation.
- We are **innovative** in our approach to member support and ensuring high standards of practice.
- We ensure that our policies are **informed by data and evidence**, wherever possible.
- We **recognise the pluralism of the modality traditions** upon which psychotherapy is based and encourage dialogue to promote understanding.
- We aspire to be **courageous and inquisitive** in the way we work.
- We seek to be **inclusive**, recognising the diversity of the society in which we live and work, and we strive to have respect for everyone we work with.
- We aim to **work collaboratively** with other organisations when it is in the public's interest to do so.
- We are **reflective** and seek to learn when things do not go as expected.