

Research Communications Manager

Job description

It will take a society to beat dementia. Alzheimer's Society.



Who we are

Dementia is the UK's biggest killer. One in three people born in the UK today will develop dementia in their lifetime.

At Alzheimer's Society, we're the UK's leading dementia charity and the only one to tackle all aspects of dementia by giving help and hope to people living with dementia today and in the future. We give vital support to people facing the most frightening times of their lives, while also funding groundbreaking research and campaigning to make dementia the priority it should be.

Together with our supporters, we're working towards a world where dementia no longer devastates lives.

Our values

Our values tell everyone who we are as an organisation.

Our values make sure that our focus is clear for the challenges and opportunities ahead and remind us of what we all stand for.

Our values are evident in everything we do, how we do it and how we work together.

These are not just words on a wall, we live these every day in all our work. We are determined to make a difference when and where it matters most, by being passionate, focussed and making a lasting impact for people affected by dementia.



Determined to make a difference

We're passionate, we're focused and we make a lasting impact for everyone living with dementia.



Trusted expert

We're listening, we're learning and we use experience and evidence.



Better together

We're open, we combine our strengths and we achieve more together.



Compassionate

We're kind, we're honest and we don't shy away from challenges.

Through our values we will make the greatest difference for people affected by dementia. Whether you are someone living with dementia, a family member or carer, a supporter, a donor, a colleague from another organisation, an employee or a volunteer, these four values will shape your experience with Alzheimer's Society.

Research Communications Manager

Position in the organisation

Reports to the Senior Research Communications Manager

Line manages two Research Communications Officers and one Senior Research Communications Officer.

Part of the Research team within the Research and Innovation department

Part of our Research and Influencing Directorate.

Purpose of this role

At Alzheimer's Society we are advisors, supporters, fundraisers, researchers, influencers, communicators, technical specialist and so much more. We are volunteers, we are employees, and together we are here to make a difference to the lives of people with dementia and their carers.

We are committed to ending the devastation caused by dementia. Achieving this future relies on bold, ambitious research - which is why today we are funding over £50 million in world-leading dementia research and supporting a network of more than 400 researchers across the UK. Our pioneering research programme drives innovation, empowers leading scientists, and ensures that people affected by dementia shape the questions we ask and the breakthroughs we pursue. Together, we are tackling the biggest challenges in dementia so that everyone can access the diagnosis, treatments, care and support they deserve.

The Research team plays a central role in delivering this ambition. We ensure that every project we fund is of the highest quality and aligned with the Society's strategy. Passionate, evidence-driven and solutions-focused, we work collaboratively across the organisation to strengthen the UK dementia research ecosystem, accelerate scientific understanding and create equitable pathways from discovery to impact - ensuring research leads to real-world benefit for all those affected by dementia.

As in-house experts, we champion research at every stage. We make complex science accessible, engaging and meaningful, ensuring breakthroughs are widely understood and effectively communicated. By translating evidence into inspiring stories, we position Alzheimer's Society as a trusted leader in dementia research and motivate more people to join us in driving change.

We are looking for someone who is a natural communicator, works collaboratively with others, and brings genuine enthusiasm for scientific research. You will be passionate about translating complex scientific and medical information into clear, accessible content for lay audiences, and skilled at creating engaging narratives that showcase the impact of our work and inspire more people to support our cause.

We are looking for someone who is confident in making complex scientific content accessible, has experience of leading on large scale communications campaigns across multiple audiences and managing and developing a team.

You will use your knowledge and passion for communications and research to ensure effective dissemination and communication about all aspects of the Society's research portfolio and communications relating to news from the dementia research landscape to support our organisational aims.

You will develop and implement creative, innovative and sustained communications plans relating to our key research activity and its outcomes for a range of external stakeholders including; the research community, influencing audiences and the general public among others. Your team will own communications channels and work closely with other communications teams across the organisation such as media, social media, influencing, campaigns etc to support them to use research communications to achieve our organisational goals.

You will also be responsible for ensuring that staff and volunteers internally are aware and have an understanding of Alzheimer's Society research and news from the wider dementia research landscape. You will be seen as an authority on research content within the organisation.

Effective influencing skills, with the ability to both lead and support appropriately will be a pre-requisite of success in this role to ensure representation of research across the organisation and its work.

You will work closely with the Senior Research Communications Manager and other managers as a member of the Research Management team. You will represent Alzheimer's Society at conferences, events and in the media as a spokesperson, raising the profile of our research.

You will lead and develop a branch of the research communications team (excluding fundraising and donor support), creating an environment where people feel supported, empowered and able to contribute their best work. You will encourage continuous learning, collaboration and innovation, taking responsibility for your own development and supporting the development of others.

We are looking for someone who exemplifies our values, someone who is: Determined to make a difference when and where it matters most. A trusted expert who believes in working Better together and demonstrates true Compassion.

Key accountabilities and responsibilities

Planning, coordination and management

- Co-ordinate and direct the management, delivery and evaluation of communications relating to research related organisation-wide strategic projects and initiatives as required.
- Develop and deliver communications plans to support our research objectives defined by our research strategy.
- Have oversight for the development, delivery and evaluation of regular research content for priority audiences across channels and capturing impact of our communications supporting our research and organisational strategy
- Identify issues or potential reputational risks in relation to research communications and implement plans to mitigate risk or escalate issues as appropriate.
- Provide input into the development of annual directorate business planning and reporting.

Developing and planning effective communication across key target audiences

- Lead the planning and coordination of key communications campaigns relating to our own research and our organisational responses to external news from the wider dementia research field to key audiences including researcher, influencing audiences, internal teams and the general public.
- Raise the profile of our research and its impact in the scientific and research community including highlighting our funding opportunities, research programmes and projects and their impact.
- Working with the Influencing teams to use research content to access and influence key influencing audiences such as campaigners and at a local and national level to drive major system and policy change alongside the Influencing team.
- Working in partnership with multiple external stakeholders (for instance, UK Dementia Research Institute, NIHR Dementia Researcher, a range of research institutes and initiatives etc) to deliver effective and collaborative communications plans.

- Be accountable for the development of the research pages of the Alzheimer's Society website, and all research content across social media channels ensuring content is engaging and accessible to key audiences.
- Work closely with our internal communications engagement team to share research content across our internal communications channels, continue to develop our research update webinar and ensure internal teams are informed, equipped and supported to engage with and respond to news from our research programmes and the wider research community such as new trial results and research publications.

Generating brand awareness, publicity and media activity regarding research activities

- Work with the media team in developing proactive media activity plans (including through our Daily Mail partnership) relating to our research activity and key news from the wider research community to reach our target audiences.
- Lead in developing Alzheimer's Society comment and reactive statements to research stories in the press and media.
- Ensure that Alzheimer's Society research programme is portrayed accurately across the organisation in its brand and high-level public facing messaging.
- Be one of the Research & Influencing Directorate media spokespeople on matters relating to research.

We are looking for someone who can...

- Adhere to all the Society's service standards, policies and procedures.
- Comply with the data protection regulations, ensuring that information on clients remains confidential.
- Be responsible for personal learning and development, to support the learning and development of others and the whole organisation.
- Work in a manner that facilitates inclusion, particularly of people with dementia.
- Implement the Society's health and safety policy and procedures, ensuring that all practices and procedures are undertaken in accordance with a healthy and safe working environment and that all staff and volunteers for whom you may be responsible are aware of their responsibilities in respect of their role, monitoring data and recommending action as required.
- Administrate and organise own work to ensure that it is accurate and meets quality targets, reasonable deadlines, and reporting requirements.

Person specification and selection criteria

Skills & knowledge	Application (A) or Interview (I)
Relevant experience or education qualification in a relevant biomedical or health discipline.	A/I
Experience, evidence of continued professional development or a further qualification in communication.	A/I
Experience in research communications in a research, academic or charity environment.	A/I
Experience of planning, delivering and evaluation communications campaigns targeting a range of audiences.	A/I
Experience of making complex scientific content accessible and understandable to a complex to a range of audiences.	A/I
Knowledge of dementia or related science.	A/I
Experience of managing a team of staff or volunteers	A/I
Experience of leading and working collaboratively with a range of internal and external stakeholders on a programme of work.	A/I
Experience of working across directorates and coordinating communications across teams and channels.	A/I
Experience working in a fast paced and reactive role.	A/I
Experience of working and networking at a senior level.	A/I
Understanding of a wide range of research methodologies and their applications.	A/I
Understanding of knowledge management tools, systems and processes.	A/I
Understanding of the health research environment and research communities.	A/I

Competencies & personal attributes	Application (A) or interview (I)
Be a self-starter with a determination to make a difference.	A/I
Effective organisational and timekeeping skills.	A/I
Good attention to detail.	A/I
Non-judgemental communication.	A/I
Ability to work as a member of a team.	A/I
Ability to adopt an innovative and creative approach to communications and problem solving.	A/I
Ability to demonstrate sound judgment and maintain composure in a fast pace, rapidly changing environment.	A/I
Ability to communicate effectively and credibly with audiences and individuals ranging from volunteers to senior academic specialists.	A/I
Commitment to and understanding of equal opportunities.	A/I
Understanding of the inclusion agenda and its relevance within a diverse society.	A/I

Our benefits



Financial Security

- Group Personal Pension Plan with Scottish Widows – with up to 8% employer contributions rate
- Life Assurance Scheme – two times your annual salary
- Society Plus and Smart Spending App – giving you unbeatable savings at hundreds of retailers



Health & Wellbeing

- Health Cash Plan
- 24/7 Employee Assistance Programme including online and face to face coooselling
- Discounted gym membership with Society Plus
- Lived Experience Networks
- Mental health app and unlimited therapy



Personal Development

- Apprenticeships
- Leadership development programme
- Financial support towards relevant professional qualifications



Family & Dependants

- Enhanced family leave - 16 weeks paid for all parents
- Paid time off work for fertility treatments for both partners
- Paid carers leave
- Paid dependants leave
- Paid compassionate and bereavement leave
- Paid time off work to support those transitioning



Recognition

- Annual people awards
- Long service awards
- Thank you eCards
- Values Hero and Society Legend Awards



Work Life Balance

- Annual leave of 27 days increasing to 30, plus bank holidays
- Career breaks of up to 3 months
- Flexible working
- Wellbeing leave