



Role description

Research Assistant

About FrameWorks UK

To create lasting change on important social issues such as poverty and health inequalities, we need to communicate about them in ways that shift hearts and minds and build a broad movement of support.

At FrameWorks UK, we know that when we change the story, we can change the world.

Our framing research shows how people think about different social issues. We use this knowledge to develop and test communications strategies to help organisations create social progress.

We are the sister organisation of the FrameWorks Institute based in Washington, D.C. We are both not-for-profit organisations and we launched in the UK in 2021. Read about us and our work at [FrameWorks UK](#) and on [LinkedIn](#).

Research Assistant role

The Research Assistant will work on our research projects; shape and support our processes and systems for conducting projects; and share our research with campaigners, communicators and organisations. You'll work on a range of projects on issues like access to justice, achieving health equity, and securing decent and affordable homes for everyone.

This is a new role joining a dynamic organisation of seven staff (including three researchers). The post holder will work closely with FrameWorks Institute Researchers in the US (remotely) as well as being a key member of the FrameWorks UK team. You'll receive full training on FrameWorks' research methods and approach.

The role is permanent and full-time – although we are open to requests to work part-time. The Research Assistant will work in-person with the team two days a week at our central London office, with the option to work remotely on other days.

The successful applicant will have relevant postgraduate or professional research work experience, be well-organised, proactive and willing to take on a broad range of tasks - from qualitative research to invoicing to organising research recruitment with our third-party provider.

They will also be committed to our mission to create better public conversations to achieve social progress. And you'll be inspired by helping research achieve real world social change.

The full-time salary for this role is £37,000 a year plus benefits including 27 days of paid annual leave, extensive professional development and training, and employer pension contributions.

Key responsibilities

1. Supports framing research

For example, through:

- Conducting qualitative interviews with experts and with members of the wider public.
- Facilitating group discussions.
- Reviewing and coding transcripts.
- Contributing to the interpretation of qualitative and quantitative data.
- Conducting thematic literature reviews.
- Contributing to the content of reports and briefs, and proofreading outputs.

And, by:

- Collaborating with researchers at the FrameWorks Institute.
- Collaborating with Strategists to ensure research recommendations are resonant with and useful for partners in the field.

2. Manages research operations

For example, through:

- Managing relationships with research participant recruiters, including communicating about logistical details and ensuring accurate sampling quotas and parameters.
- Managing research logistics.
- Co-ordinating internal ethics review processes.
- Administration of contracts and invoicing.
- Managing research process operations, improving systems where needed e.g. reviewing and updating our programme plan, researching suppliers, and so on.

- Ensuring all research data is appropriately held and filed.

3. Supports research application

For example, working with colleagues to:

- Design presentations.
- Organise meetings, webinars, events and workshops, including booking travel and accommodation where needed. This may include Board meetings.
- Support contract and budget management, including invoicing and liaising with finance teams.

Person specification

Your application **must** set out how you meet **each** of the following:

Personal qualities

1. Commitment to FrameWorks UK's mission – and interest in working on framing.
2. The ability to integrate FrameWorks UK's values into your day-to-day work.
3. Professional, enthusiastic, 'can do' attitude with a willingness to undertake training and take on a wide range of tasks.
4. Evidence of ability to work flexibly and at pace to multiple deadlines (there may occasionally be a need to work flexible hours - with notice - to conduct interviews or focus groups).

Experience

5. A research relevant tertiary qualification plus at least two years' postgraduate education and/or experience working in research.
6. Some experience of project and/or partner management.
7. Experience working in a team, as well as individually with minimal direction.

Skills

8. Demonstrable qualitative research skills and ability to analyse and interpret qualitative data.
9. Evidence of excellent interpersonal, verbal, and written communication skills.
10. Evidence of excellent organisational skills. In particular, we are interested in examples of where you have shown attention to detail, proactivity and used practical judgement.
11. At least some familiarity with quantitative research methods.

You must have permanent permission to work in the UK, FrameWorks UK cannot support visa applications.

How to apply

Please send a CV (no photos please) and cover letter clearly demonstrating how you meet each point of the job specification above to hello@frameworksuk.org by midnight on 17 May 2026.

We are especially keen to attract applications from Black and other minoritised backgrounds. So that we can see if we are reaching a diverse range of candidates, we would appreciate all applicants completing a monitoring form (downloadable on our website). This form will be separated from your application on receipt, stored anonymously and deleted after the recruitment process is complete.

Interviews will be held in person at our London office during week commencing 8 or 29 June 2026. We expect to hold two rounds of interviews. Please contact hello@frameworksuk.org with any queries.