

Debra Ireland: Research Officer (Part Time) **(<https://www.activelink.ie/node/115662>)**



Title: Research Officer

Reporting to: Head of Research

Type of Contract: Part-time (4 day week)/ Full-time (5 day week), Dublin based. Must hold a valid work permit, if required.

Salary: €36,000 - €40,000 pro rata subject to experience

Location: Debra's office is based at Butterfly Cottage, 8 Clanwilliam Terrace, Dublin 2. Flexible hybrid working.

Start date: Beginning of September

Debra is a national charity established in 1988 to provide support and drive research into treatments for those living with the rare skin condition, Epidermolysis Bullosa (EB). EB is an extremely painful skin-blistering condition, which leaves the skin as fragile as the wings of a butterfly.

We are a person-led charity, with an ambitious and passionate team, who care deeply about the people we work with. We actively live our core values of Togetherness, Person-Centredness, Passion, Boldness and Integrity, with people at the heart of everything we do.

Reporting to the Head of Research, the key elements of this role are to manage all aspects of research communication to the EB community of families, researchers and other stakeholders, manage the process for Patient and Public Involvement (PPI) in research, and support the Head of Research in all other aspects of research. The successful candidate will work as part of a passionate, supportive, patient-centred team. This job description acts as a guide to the role of Research Officer. The role may change to meet the changing requirements of the organisation at any time, after discussion with the post holder.

Main Duties and Responsibilities

- Manage patient and public involvement (PPI) for research and advocacy including organising and facilitating PPI workshops, meetings with researchers, PPI training and maintaining PPI engagement within the charity.
- Produce accessible content on all aspects of EB research for a non-scientific audience.
- Communicate across all stakeholder groups including, national and international EB researchers, healthcare professionals, people living with EB and other Debras.
- Stay abreast of national and international research in the field.
- Manage and maintain content for the research section of the Debra website and create regular content for Debra's social media accounts.
- Oversee research funding schemes, projects and application support.
- Support the coordination of Debra-led research and advocacy studies.
- Conduct qualitative and quantitative data collection, as well as literature reviews for internal research studies.
- Produce research reports, including PPI workshop reports and an annual research report following Debra brand guidelines.
- Contribute to Debra's research strategy.
- Support the development and maintenance of standard operating procedures and policies related to research.
- Contribute to national and international research forums and policy development.
- Support the research manager on all tasks relating to research and policy.
- Support the Head of Advocacy in organising advocacy events to launch research findings and evidence-supported policy submissions.
- Support other functions where required.

Person Specification

Essential

- Degree level qualification (minimum).
- A Master's or at least two years of experience in health research.
- Good knowledge of the health research environment.
- Experience in digital communications and a regular user of social media.
- Excellent verbal and written skills and the ability to make complex topics accessible.
- Exceptional project management and computer skills, with excellent attention to detail.
- Flexibility to occasionally travel and work outside standard hours.
- Fluency in written and spoken English.

• Desirable

- Experience working in the charity sector.
- Experience in managing and facilitating groups and meetings.
- Experience of PPI.

Personal Attributes

- Enthusiasm for the overall vision of Debra.
- Passionate about PPI and developing meaningful PPI relationships.
- Personable, with excellent communication skills and an ability to build relationships and work with professionals at all levels.
- Self-motivated, highly capable of working independently and with a strong work ethic.
- Disciplined, organised and thorough.
- Strong empathetic nature, with a genuine passion and care for people impacted by EB.

Benefits

- Annual leave of 20 days.
- Five discretionary leave days: Good Friday, Christmas Eve, working days between Christmas and New Year.
- Employer-matched Pension Scheme up to 6%, following 6-month probationary period.
- Employee Assistance Programme.
- Opportunity for flexible/hybrid working.
- Bike to Work Scheme.

Applications

Please email your CV and accompanying cover letter outlining your suitability for the role to info@debra.ie (<mailto:info@debra.ie>) **by 5pm on Friday, 13th June 2025**, with the subject line as follows: **First Name Last Name – Research Officer**. Informal queries to research@debra.ie (<mailto:research@debra.ie>).

The position is subject to Garda clearance and reference check. Candidates must be legally entitled to work in Ireland at the time of application. Debra is an equal opportunities employer. Management reserves the right to amend or change this job description as required.

Region

Dublin 2 / Hybrid

Date Entered/Updated

15th May, 2025

Expiry Date

13th Jun, 2025

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