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# 1 Table of contents

<b>1</b>	<b>Table of contents</b> .....	<b>1</b>
<b>2</b>	<b>About Cordis Bright</b> .....	<b>2</b>
<b>3</b>	<b>The role of Researchers</b> .....	<b>3</b>
<b>4</b>	<b>Diversity &amp; equal opportunities</b> .....	<b>6</b>
4.1	Diversity of our staff team .....	6
4.2	Minimising barriers to participation and taking co-production approaches .....	7
4.3	Considering equality issues in research and analysis .....	7
<b>5</b>	<b>Person specification</b> .....	<b>8</b>
<b>6</b>	<b>Continuing professional development</b> .....	<b>2</b>
<b>7</b>	<b>The package</b> .....	<b>3</b>
<b>8</b>	<b>To apply</b> .....	<b>5</b>
8.1	You must apply via our recruitment portal .....	5
8.2	Information requested .....	5
8.3	CV requirements in detail .....	6
8.4	Deadline and next steps .....	6

## 2 About Cordis Bright

Cordis Bright wants to make a difference to people's lives. To achieve this, we apply our research, evaluation and consultancy skills to real-world issues.

We concentrate our efforts in sectors that have the most profound impact on people's sense of self and wellbeing. This includes children's services, adult health and social care, criminal justice, domestic abuse, mental health, multiple disadvantage, and employment.

Every project we deliver is different. But the golden thread running through our work is the aspiration to support our clients to achieve the best outcomes for citizens and service users. We work with a wide range of clients, especially central government, local authorities, the NHS, police, What Works Centres, and the voluntary and community sector.

We are a team of committed hard-working people who want to make a positive difference. We are known for:



**Strong academic backgrounds**, with the ability to deliver projects to the same level of rigour as university departments and research centres.



**Versatile research, evaluation and consultancy skillsets**, which are deployed to deliver maximum insight for our clients.



**Focus on evidence-based practice**, which means we prioritise what is known to work and how best to implement it.



**Real-world experience in the sectors that we specialise**, whether that be via practice, management, leadership or inspection.



**Commitment to equality, diversity and inclusion**, especially our ability to translate a commitment to concrete action both in how we deliver projects but also in the solutions we put forward.

Further information about the team, how we are structured and the experience that individuals bring to Cordis Bright is available on our [website](#).

### 3 The role of Researchers

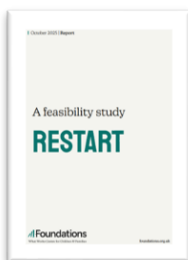
Researchers are a core part of the team, providing fieldwork and analytical expertise. They usually work on 3-6 projects simultaneously. They have four main roles:

- Undertaking desk-based reviews of secondary data sources, e.g. strategies; action plans; case studies; policy and research papers; demographic, socio-economic and performance data; and financial information.
- Organising, designing and undertaking fieldwork with a range of different stakeholders, e.g. interviews with family support workers, focus groups with parents/carers, consultation events with children and young people, questionnaires to adults using mental health services.
- Completing analysis, e.g. of small- and large-scale quantitative and qualitative data.
- Drafting sections of research and consultancy reports.

Examples of projects which included substantial research input are:



*Randomised controlled trial and implementation & process evaluation of Salford Foundation's STEER programme*



*Feasibility study for Drive Partnership's Restart programme*



*Process, impact and economic evaluation of Changing Futures*



*Evaluation of Healthy Communities Together*



*Research on the needs of autistic adults and their families*



*Evaluation of the Bambu programme*



*Evaluation of Partnerships for Inclusion of Neurodiversity in Schools*

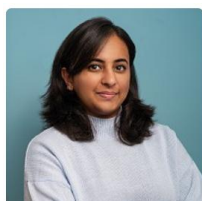
For each project, Researchers report to a Project Manager (typically a Consultant or Senior Consultant, depending on the size and nature of the project), and a Project Director (typically a Principal Consultant or Director).

Researchers have regular one-to-ones with their line manager (typically a Senior Consultant or Principal Consultant). They can also access formal and informal buddying, mentoring and coaching.

In our work culture we offer people a high degree of autonomy. People are encouraged to take responsibility for their own workload and for delivering maximum impact for clients.

Our team is geographically dispersed, and people combine work in the office with work at home and on client sites. In this environment, we work hard to ensure a sense of team. We do this via weekly company meetings, monthly extended company meetings, knowledge exchanges, and awaydays twice a year. We run regular social events, a book club and run club. We have a dedicated forum for colleagues from global majority backgrounds.

Here's how members of the team describe their experiences at Cordis Bright:



**Samyukta Srinivasan, Researcher**

*I've worked on projects across a wide range of sectors, such as mental health, adult social care, and multiple disadvantage, which has kept the role engaging and varied. The opportunity to apply and develop both qualitative and quantitative research skills, from conducting fieldwork to running workshops and focus groups, has been invaluable. The collaborative team environment has fostered my growth, with opportunities for peer learning and mentorship. Every project has offered a new challenge, and it's been rewarding to see the impact of our work.*



**Dr Alice McDowell, Consultant, promoted from Researcher**

*I love the project-based nature of working at Cordis Bright. Each project introduces new sectors or research skills, while also offering the chance to build on what you've learned before. Even as a researcher, you gain valuable insights into how client organisations (like local government, national bodies, and charities) operate. It's really rewarding to help them use research to improve the lives of the people they serve. Cordis Bright is a small company with impressive expertise in academia, front-line work, and consultancy, and is a friendly and stimulating environment to be part of.*

## 4 Diversity & equal opportunities

We are committed to making a proactive contribution to improving diversity and promoting equal opportunities in all aspects of our work. Our actions are guided by our Equality, Diversity and Inclusion (EDI) [Strategy](#) and our Anti-Racism [Strategy](#). We have a dedicated EDI working group driving next steps, plus specific teams focused on inclusion, disability and integrating EDI into project-based work. We also have a network for colleagues from global majority backgrounds. Further information is provided below.

### 4.1 Diversity of our staff team

We believe it is important – and just plain right – to have a team as diverse as the world around us. This mix of identities, backgrounds and experiences not only enriches our workplace but also sharpens the quality and insights of our work. Here's how we're making sure everyone gets a fair opportunity:

- We're casting our net wider when we post job adverts to attract all kinds of talented people.
- We use a blind shortlisting process to cut down on both conscious and unconscious biases.
- We're reviewing job descriptions to zero-in on what really matters for each role.
- We offer flexible and hybrid working options to lower any hurdles to joining us.
- We've rolled-out company-wide training on anti-racism and disability inclusion.
- We host a rotating programme of awareness-raising events and observances. For 2024-25, we focused on 16 Days of Activism Against Gender-Based Violence, LGBTQ+ History Month, Learning Disability Week, and South Asian Heritage Month.
- We try to match projects with our team members' personal interests and lived experiences to keep everyone engaged and growing.

We're on this journey together, continuously working to improve and make our workplace truly inclusive for everyone.

#### **Reasonable adjustments and our Guaranteed Interview Scheme**

We are committed to the employment and career development of disabled people.

If you tell us that you have a disability or additional need, we can make reasonable adjustments at interview and, if you join us, to where you work and to your work arrangements.

If you meet the criteria of disability under the Equality Act 2010 (i.e. you have a physical or mental impairment that has a substantial and long-term negative effect on a person's ability to carry out normal day-to-day activities) then you may wish to

consider applying under our Guaranteed Interview Scheme (GIS). This is designed to help ensure that disabled applicants who meet all of our essential criteria are automatically invited to interview.

To be invited to a longlisting interview under this scheme, you must show in your application that you meet all 'essential' criteria. This will be sufficient to progress you to a longlist interview. If you wish to apply under the GIS, please highlight this in the application portal. If you do not wish to apply under the GIS, but would still like us to make reasonable adjustments at interview, then please also let us know via the portal, with details of what those adjustments will be.

A request under the Guaranteed Interview Scheme does not guarantee you a job. Following the recruitment process, the best candidate will be offered the post.

## 4.2 Minimising barriers to participation and taking co-production approaches

In our projects, we ensure that primary consultation methods are accessible to maximise participation. To help with that, we have developed a [toolkit](#) which is used by the team during project design and delivery.

We have designed and delivered a number of projects in collaboration with people using the services or who have lived experience of the issues in question. Benefits of this approach are: it ensures the project focuses on the issues of most importance to the intended beneficiaries; it helps us design consultation approaches that maximise participation; and it generates extra insight from understanding how people using the services or who have lived experience interpret key data/findings.

We have also trained people with lived experience to be peer researchers, e.g. as community surveyors (helping to boost the reach and completion rate of questionnaires) and as interviewers (undertaking primary interviews with service users alongside a Cordis Bright Researcher). In addition, we have supported groups of people with lived experience to participate in all key stages of research, i.e. research and tool design, conducting fieldwork, drafting analysis, interpreting findings, and presenting results to a range of audiences. We have found positive benefits in terms of boosting numbers and range of people who are willing to participate in consultations; enhancing the depth of the evidence base; and securing improvements in skills, experience and job prospects for peer researchers.

## 4.3 Considering equality issues in research and analysis

During research and analysis, we aim to remain conscious of our own positionality and how this might affect data we generate or how we interpret data. During analysis and reporting, we ensure that equality, diversity and inclusion issues are actively considered. Finally, we regularly work on projects specifically about equality, human rights and anti-discrimination, e.g. over-representation and disproportionality of minority ethnic children in the youth justice system; variable take-up of mental health services by minority ethnic groups; LGBTQI+ health inequalities; equality and human rights in social care; and equal opportunities, anti-bullying and anti-discrimination across the care and support workforce.

## 5 Person specification

The table below shows the knowledge, skills and experience that we are looking for in a candidate.

Requirement	Importance
Ability to demonstrate knowledge and experience in one or more of the sectors in which Cordis Bright specialises. This may be via employment, study and/or volunteering.	<b>Essential</b>
Clear and evidenced motivation for wanting to join Cordis Bright.	<b>Essential</b>
<p>Quantitative skills:</p> <ul style="list-style-type: none"> <li>• Knowledge and applied experience of different quantitative research approaches, methods, data collection, management and analysis techniques.</li> <li>• Skills in Excel including the use of pivot tables.</li> <li>• Experience of producing and interpreting descriptive statistics.</li> </ul> <p>This may be demonstrated via employment, postgraduate study and/or volunteering.</p>	<b>Essential</b>
<p>Quantitative skills:</p> <ul style="list-style-type: none"> <li>• Knowledge and experience of experimental/quasi-experimental evaluation designs.</li> <li>• Experience of using SPSS, R, STATA or similar statistical software packages.</li> <li>• Experience of designing and using quantitative data collection tools</li> </ul>	Desirable
<p>Qualitative skills:</p> <ul style="list-style-type: none"> <li>• Knowledge and applied experience of different qualitative research approaches, methods, data collection, management and analysis techniques.</li> <li>• Experience of conducting consultations with a range of stakeholders.</li> <li>• Experience of conducting analysis of qualitative data using thematic analysis or similar approaches.</li> </ul> <p>This may be demonstrated via employment, postgraduate study and/or volunteering.</p>	<b>Essential</b>

Requirement	Importance
Qualitative skills: <ul style="list-style-type: none"> <li>• Experience of using NVIVO or similar qualitative analysis statistical packages.</li> <li>• Experience of designing research tools for qualitative data collection.</li> </ul>	Desirable
Ability to engage sensitively with people who might need support from public or voluntary sector services, including children, young people and adults of all ages. This might be demonstrated through prior experience of engaging with people who might need support or through your own lived experience.	<b>Essential</b>
Experience of using qualitative and quantitative data together to draw conclusions about the effectiveness of public services delivery and how it can be improved.	Desirable
Being a self-starter, with priority given to those who can connect this experience directly to Cordis Bright's work.	Desirable
Strong communication and interpersonal skills, in particular report writing, presentations and team working.	<b>Essential</b>
Excellent time management and organisational skills.	<b>Essential</b>
Commercial and business acumen.	<b>Essential</b>

Please note that you must have the legal right to work in the UK if you are successful at being appointed to Cordis Bright. We cannot sponsor Skilled Worker Visas or similar.

## 6 Continuing professional development

We strive to be a learning organisation and we recognise the importance of continuing professional development. We are keen to appoint Researchers who have the skills, experience and interest to progress to Consultant. This involves greater responsibility for client engagement, project management, change management and business development. We have a successful track record of progression within the team, with a number of Consultants, Senior Consultants, Principal Consultants and a Director having joined us as Researchers.

Some of the continuing professional development you should expect includes:

- **A comprehensive induction programme**, covering your first 4-6 weeks with us. This provides an opportunity to introduce you to the team and the wide range of work that is being undertaken across Cordis Bright. It also consists of structured sessions about Cordis Bright approaches and tools.
- **An emphasis on learning-by-doing**. We believe you learn best when you engage with live projects and practical tasks. We seek to ensure that you start work on projects in your first week and that you have exposure to a wide range of different projects, tasks and sectors.
- **Regular training** and refresher courses, for example, on safeguarding children, safeguarding adults at risk, and data protection and information governance.
- **A fortnightly programme of project briefings**. During company meetings, colleagues share findings from a recent project, highlighting key learning that might have relevance across the wider team.
- **A regular programme of knowledge exchanges**. We expect all team members to contribute to their colleagues' professional development and have established these sessions to share learning and expertise. Recent topics include: system approaches, working with peer researchers; inferential statistics, approaches to qualitative analysis, and effective practice in project management.
- **A monthly programme of company-wide learning**. As part of our commitment to being a learning organisation, we run company-wide sessions to share learning and/or engage team members in collaborative problem-solving on organisation-wide topics.
- **A regular programme of researcher team meetings**. These are opportunities for Researchers to come together and discuss their work on projects and support each others' continuing professional development.
- **Regular opportunities to contribute to wider company objectives**. As well as the working groups and task groups on equality, diversity and inclusion, we have also established special interest groups on the environment, artificial intelligence, and randomised controlled trials. We also have a network for staff from global majority backgrounds. Researchers are encouraged to help inform company objectives, for instance, a Researcher was a driver for our working group on the environment.

## 7 The package

Benefit	Details
Hours	Part-time (from four days per week) or full-time (five days per week). We are committed to helping our staff achieve a healthy work-life balance. As a reflection of this, about a quarter of our team work part-time.
Start date	As soon as possible.
Starting salary	All Researchers start with us at £31,364 per year.
Profit share	One-third of profits are allocated to the bonus pool and allocated to all staff based on salary. Based on our performance over the last three years this would equate to 4% and 8% of salary.
Holiday	Holiday entitlement is 25 days plus Bank Holidays. The office also closes over the Christmas and New Year period which adds another five days to your holiday entitlement <sup>1</sup> .
Pension	Employees may opt-in to the Cordis Bright pension scheme, where Cordis Bright makes a contribution of 5% of gross salary. Employees who opt-in are required to contribute 2% of their salary in order to comply with national requirements in relation to workplace pensions. Employees can choose to pay more into this pension if they wish and employees also have access to a second Stakeholder Pension.
Maternity, paternity, co-parental and adoption leave	Staff who are eligible for statutory maternity, paternity, co-parental or adoption pay also become eligible for an enhanced benefit of an additional four weeks of leave at 100% of pay to be used within one year of the birth of the child (or equivalent).
Employee assistance programme	Staff have access to an employee assistance programme consisting of: (a) mental health support; (b) physiotherapy; (c) life, money and wellbeing support; (d) health and fitness planning; and (e) access to remote GP services (which can be accessed in parallel to your registered GP).
Other benefits	Other benefits include life assurance, enhanced sickness benefit, access to an independent financial adviser, and employee loan.

<sup>1</sup> With prior agreement, this time can be allocated to other times of the year especially if you celebrate other religious festivals.

Benefit	Details
Location	<p>We operate hybrid working, combining a mixture of working from home, working from the office and visiting client sites. Our offices are at 23-24 Smithfield Street, London EC1A 9LF. Clients are based across the UK but mainly in England and Wales.</p> <p>Employees vary in the amount of time they spend in the office: some people attend every day, whilst others attend for key meetings (two to four times a month). Visits to client sites vary depending on the project. Some require no in-person fieldwork whilst others will have a period of 2-3 months where in-person visits are required. These are typically day-trips spread over a number of weeks or months.</p> <p>You will have advance notice of any travel. You must have sufficient flexibility to be able to accommodate this way of working.</p>
Progression prospects	<p>We review performance annually, offering a mixture of cost-of-living increases and performance-related uplifts. The top of the Researcher salary band is £35,020. We support internal progression and development. Many of our staff in more senior roles joined us as Researchers and have been promoted multiple times.</p>

## 8 To apply

### 8.1 You must apply via our recruitment portal

You must submit your application via our [recruitment portal](#).

### 8.2 Information requested

**As part of our commitment to promoting diversity and equal opportunities we operate a blind candidate screening and shortlisting process.** This involves ensuring that the candidate's name and any demographic information that can lead to conscious or unconscious bias are not seen by the shortlisting panel. With this aim in mind, please ensure you closely follow these instructions, otherwise your application may not be reviewed.

The [portal](#) will ask you to:

1. Complete personal information such as your name, email, telephone, any access requirements, and whether you wish to be considered under the Guaranteed Interview Scheme.
2. Upload your CV. This can only be a maximum of two sides of A4. **If you submit a CV longer than two sides of A4 minimum font size 10 your CV will not be reviewed.** It needs to contain a clear timeline of your career to date including periods when you were working, volunteering, studying or when you might have been out of work. Do not include a photo, your name, home address, age, date of birth, gender, nationality or ethnicity on your CV.
3. Upload responses to four questions. Please remember to keep to the word count (responses longer than the word count may not be reviewed).
  - a. What aspects of your previous experience best demonstrate your interest in Cordis Bright's work? (150 words).
  - b. Your experience of undertaking quantitative and qualitative research (250 words).
  - c. Other relevant work experience (200 words).
  - d. Your Word and Excel skills and how you have used these. Please also highlight any experience you have with statistical packages such as SPSS. (200 words).
4. Complete an optional equal opportunities monitoring form. You will be taken to this form automatically after you have submitted your application. Without this information, it is difficult for us to monitor the extent to which we are successful at securing applications from people from a wide range of backgrounds and life experiences. The questionnaire is anonymous and completely confidential and we have designed the portal in a way which means that we cannot track your response back to your application.

### 8.3 CV requirements in detail

- Your CV must be a maximum of two-sides of A4 and minimum font size of 10pt.
- It needs to contain a clear timeline of your career to date including periods when you were working, volunteering, studying or when you might have been out of work.
- It must not include a photo or specify your name, address, age, date of birth, gender, nationality or ethnicity. We have provided further information in the diagram below.

The diagram illustrates a CV for Joe Smith, divided into sections marked with red 'X' (Do not include) and green checkmarks (Please include).

**Do not include (Red X):**

- A photograph
- Your name
- Your home address
- Your date of birth
- Age
- Gender
- Ethnicity
- Nationality
- Any other demographic information

**CV for Joe Smith**

**Do not include (Red X):**

- CV for Joe Smith
- Flat 2, 25 Magpie Road, London SE30 6XX

**Do not include (Red X): Personal information**

- Date of birth: 1 Jan 1991
- Age: 32
- Gender: Male
- Ethnicity: White British
- Nationality: UK
- Full driving licence
- 2 children

**Please include (Green checkmark): Education**

- University of Fordswell (2010-2013)
- BA (Hons) Social Psychology, II.i

**Please include (Green checkmark): Work experience**

- Fordswell Council (2013-ongoing)
- Senior Housing Officer
- Responsible for...

**Please include (Green checkmark): Interests**

- Treasurer for Fordswell Women's Football Club

**Please include (Green checkmark):**

- Detailed information about your education, e.g. name of university, dates, subject, grade
- Detailed information about your work experience, e.g. name of organisation, dates, role, responsibilities
- Information about your interests and other commitments outside of work. We recognise the importance of lived experience and would be grateful if you could share any relevant experience with us. You do not need to remove any information about protected characteristics unless you would like to. For instance, you're welcome to specify Fordswell Women's Football Club or just refer to Fordswell Football Club.

### 8.4 Deadline and next steps

Please submit your application via our [recruitment portal](#) by 10am on 16 February 2026.

Longlisted candidates will be invited to a short Teams interview on 3, 4 or 5 March 2026.

Shortlisted candidates will be asked to complete an Excel test and to attend an in-person panel interview at our London office on 18 or 19 March 2026. This will include a case study discussion. We will cover travel costs. We are not able to accommodate virtual attendance.

We do not accept applications via employment agencies or head-hunters.

We will consider part-time (minimum four days per week) or full-time roles. If this is of interest, please highlight this on the application portal.

If successful, you will be asked to complete an enhanced Disclosure and Barring Service check.

**You must have the legal right to work in the UK if you are successful at being appointed to Cordis Bright. We cannot sponsor Skilled Worker Visas or similar.**