

# Research Volunteer

## Role Description

### Purpose of role

Our research volunteer role requires someone who is interested in helping raise the quality of service provided in the health and social care sector in West Berkshire by developing and delivering research projects from feedback gathered from the public.

### Duties & Responsibilities

- Gather feedback by making phone calls/desk based research
- Designing surveys and questionnaires
- Analyse results looking for patterns
- Make recommendations based on findings
- Produce written reports
- Share findings and reports with Healthwatch West Berkshire champions and staff

### Skills/Experience/Knowledge

- Be a resident of West Berkshire with sufficient time to give to the role
- Have an awareness of, or personal interest in, health and/or social care services.
- Good verbal and listening skills
- An interest in carrying out research
- Computer literate with a good working knowledge of Microsoft Office
- Experience of writing research reports (desirable)
- Experience of handling data according to data protection policies (desirable)
- Experience of presenting research findings to a variety of audiences (desirable)
- Be able to work under own initiative
- Excellent organisational skills



### **Training & Support**

- Free on-going training opportunities
- Support from allocated Healthwatch West Berkshire staff
- Regular volunteer meetings
- Opportunities to become involved in other Healthwatch West Berkshire activities.

### **Time Commitment**

The time commitment to the role will be flexible and based on the task provided to carry out the research. We hope our Research Volunteers can volunteer with us for at least 6 to 12 months.

### **Benefits of being a Research Volunteer?**

- Knowing that your skills and experience are contributing to the improvement of local health and social care services
- Being part of a team of volunteers and meeting new people
- References to add to your CV
- Being part of an organisation that is championing the rights of health and social care consumers



**.....and you will be a valued part of the Healthwatch West Berkshire team, in helping us to become an influential and effective patient and public voice.**

If interested please visit [www.healthwatchwestberks.org.uk](http://www.healthwatchwestberks.org.uk) or email [contact@healthwatchwestberks.org.uk](mailto:contact@healthwatchwestberks.org.uk) or call 01635 886 210