



Core Project information

Title	Research and Policy Volunteer	Remuneration	Unpaid, travel and lunch (up to £5) expenses covered
Volunteering hours per week	12 days over 12 weeks, flexible hours, 10- 4pm but can be flexible	Appointment period	w/c 11 th June – September 2018
Reports to (job title)	Policy Adviser	Location	One Aldgate, Second Floor, London EC3N 1RE

Project purpose *(Why does the project exist? What is it there to achieve or deliver?)*

The Cystic Fibrosis Trust is launching a new project exploring disability benefits and the support available for people with cystic fibrosis. The project will result in a policy report aimed at high level stakeholders across government and parliament.

Project Skill Requirements *(work experience, qualifications, specialist training, key skills, disposition)*

	Requirements	Essential/ Desirable
Qualifications	To be a current student at Queen Mary or a 2017 graduate	E
Competency based skills	1. Analytical with excellent research skills – able to analyse issues and provide short overviews	E
	2. Able to write persuasively in plain English	E
	3. Numerate and confident using Excel	E
	4. Motivated to achieve key goals	E
	5. Efficient and able to prioritise and meet deadlines	E
	6. Interested in how policy can create positive change	E
	7. Professional and competent in meetings with stakeholders	E

Responsibilities of the Role

Cystic fibrosis (CF) is a genetic condition affecting more than 10,800 people in the UK. You are born with CF and cannot catch it later in life, but one in 25 of us carries the faulty gene, usually without knowing it.

The Cystic Fibrosis Trust is the UK's only charity dedicated to fighting for a life unlimited for everyone living with cystic fibrosis and their friends and families. The Trust funds cutting-edge research, drives up standards of care and supports people with the condition and their loved ones every step of the way.

The role will support the delivery of the report through:

- Researching relevant issues and writing brief overviews
- Analysing qualitative and quantitative data
- Supporting professional stakeholders by helping organise meetings and taking notes

To apply for this role visit: <https://qmul.onlinesurveys.ac.uk/qprojects-summer-2018-application-form-2>

Interviews will take place on Monday 11th June