

**Senior Research Executive/Research Manager (Full Time - 37.5hrs) Based in New York**

Department: Omnibus  
Location: 111 West 24<sup>th</sup> Street, New York  
Reports To: Head of International Omnibus

**Overall Objective**

- This role involves working as the lead researcher in a developing Omnibus and Field & Tab research team. You will be working closely with clients, managing accounts, running multiple research projects and helping junior researchers to progress. The candidate will need to be commercially aware, excellent at communicating with clients (understanding their needs is key), have excellent English language and questionnaire design skills, and be able to take a wider perspective in terms of understanding and promoting the whole of YouGov's research offering.

**Key Responsibilities**

- **Sample design**
  - Understanding of sampling techniques, and ability to design sampling frames for fast-turnaround projects which fulfill the project's (and ultimately the client's) objectives
- **Questionnaire design and management**
  - To work as the lead researcher in a fast paced and growing Omnibus team
  - To recommend appropriate methods of data collection to meet research objectives
  - To be able to design complex questionnaires which demonstrate a deep understanding of clients' objectives, as well as commercial awareness
  - Where necessary, work with and manage research suppliers to achieve accurate data collection that is in line with YouGov methods, whilst keeping costs reasonable
- **Data Analysis**
  - Understanding of the principles and practical use of statistics, ensuring accurate reporting of survey data. This includes understanding of how sampling and weighting issues affect analysis
  - Ability to constructively challenge clients' interpretations where necessary, recommending accurate, yet client-focused solutions, which enhance the client-YouGov relationship
- **Presentation and report writing**
  - To be able to accurately report on and disseminate findings from data, through the medium of written reports, presentations and one-to-one/ group discussions
  - Compiling and delivering external presentations
- **Proposal writing**
  - To deal with speculative enquiries and to interpret requirements of a research specification
  - To be able, with minimal guidance, to write proposals in order to win projects
- **Subject knowledge**
  - To become acquainted with a wide range of commercial, cultural and topical issues and understand the implications for the research design
- **Project management**
  - To co-ordinate and manage different project tasks for multiple projects
  - To set timetables, monitor progress and suggest appropriate actions when timetabling problems arise
  - To delegate appropriate tasks to more junior staff and supervise the execution of these tasks
- **Client liaison**
  - To liaise effectively with clients and collaborators and be the main contact for day-to-day aspects of a project as well as account management
- **Project costing and financial management**
  - To be proficient at costing Omnibus and fast turnaround field and tab projects (both domestic and global)

**Experience required**

- Experience of simultaneously running multiple MR projects (including client contact, survey design and report writing)
- 4 + years of experience in market research
- Strong depth and breadth of primary research, across methods and sectors
- Working within an Omnibus team would be beneficial but not essential

**Education and qualifications**

- Educated up to degree
- SPSS and MS Office skills
- Excellent written and spoken English