

<b>SKILLS FRAMEWORK FOR SOCIAL SERVICE SKILLS MAP - SENIOR RESEARCH ASSOCIATE</b>		
<b>Sector</b>	<b>Social Service</b>	
<b>Track</b>	<b>Social Work</b>	
<b>Sub-track</b>	<b>Research</b>	
<b>Occupation</b>	<b>Researcher</b>	
<b>Job Role</b>	<b>Senior Research Associate</b>	
<b>Job Role Description</b>	<p>The Senior Research Associate works in the field of social work research. He/She is qualified and trained to assist with initiating research, implementing specific designs and methods, collecting and analysing data, and networking with external organisations. He identifies research topics and areas from research reviews, designs methods and tools for data collection and analysis, and manages project funds and human resources. He is also in charge of sharing information from external studies.</p> <p>A committed researcher who possesses excellent interpersonal and communication skills, the Senior Research Associate works in academic settings. He also works in collaboration with other agencies and ministries and academic institution in the course of his work.</p>	
<b>Critical Work Functions and Key Tasks / Performance Expectations</b>	<b>Critical Work Functions</b>	<b>Key Tasks</b>
	Conduct studies and disseminate knowledge	Draft research papers for publication
		Perform data collection
		Recommend applications of research findings for direct practice
		Prepare proposals for research in accordance with ethical guidelines
		Guide data analysis
		Perform literature reviews for the framing of research and evaluative outputs
		Present research and evaluative findings at national conferences and symposiums
		Propose research designs
	Provide consultation and evaluation in policies, practices, programmes and directions	Identify areas of improvement for the organisation's strategic direction based on research findings
		Identify areas that require a change in policies or practices based on research findings
	Manage resources	Manage fundamental resource needs of research projects
		Support implementation of training programmes to enhance organisation and team's research capability
Develop data and data classification standards for integration and sharing of data		
Perform stakeholder engagements	Conduct knowledge network with relevant ministries, agencies, hospitals and communities of practice to align research and evaluation perspectives with policies and practices	
	Support facilitation of information sharing from external studies on emerging social trends or international benchmarks via standard dissemination channels for internal research pipeline	
Demonstrate strategic foresight	Conduct landscape scanning to identify emerging trends that are specific to areas with policy or practice significance	
<b>Skills &amp; Competencies</b>	<b>Technical Skills &amp; Competencies</b>	<b>Generic Skills &amp; Competencies</b>

	Collaborative Practices Across Disciplines and Sectors	Level 4	Interpersonal Skills	Intermediate
	Diversity Awareness and Management	Level 4	Communication	Intermediate
	Ethics, Values and Legislation	Level 4	Decision Making	Intermediate
	Research Data Analysis	Level 4	Creative Thinking	Intermediate
	Research Data Collection and Management	Level 4	Sense Making	Intermediate
	Research Design	Level 4		
	Research Findings Communication	Level 4		
	Research into Professional Practice Translation	Level 4		
	Social Sector Policy Influence	Level 4		
	Stakeholder Management	Level 4		
	Trends Evaluation and Application	Level 4		
<b>Programme Listing</b>	For a list of Training Programmes available for the Social Service sector, please visit: <a href="http://www.skillsfuture.sg/skills-framework/social-service">www.skillsfuture.sg/skills-framework/social-service</a>			