



<b>Research Centre</b>	DCU National Centre for Family Business – DCU Business School, Dublin City University
<b>Post title</b>	Research Assistant at the DCU National Centre for Family Business
<b>Post duration</b>	Fixed-term contract up to 12 months

**Background:**

Dublin City University ([www.dcu.ie](http://www.dcu.ie)) is a research intensive, globally engaged, dynamic institution which has developed its own research specialists, established internationally recognized centres of excellence that have substantive collaborative links with leading universities and industrial partners. DCU is distinguished both by the quality and impact of its graduates and by its focus on the translation of knowledge into societal and economic benefit. Through its mission to transform lives and societies through education, research and innovation DCU acts as an agent of social, cultural and economic progress. DCU is Ireland's fastest growing university and now hosts more than 17,000 students across its three academic campuses: DCU Glasnevin Campus, DCU St Patrick's Campus and CU All hallows campus.

An innovative and dynamic Business School, DCU Business School (DCU BS) offers an extensive range of research and taught programmes at undergraduate, postgraduate, executive and doctoral levels. DCU Business School is recognised nationally and internationally for the outstanding quality of its business education programs. Our teaching, learning and research activities are strongly influenced by the core guiding principles of relevance and excellence.

**DCU National Centre for Family Business:**

Family businesses across Ireland face significant challenges due to recent shocks in their environment. Brexit, and more recently Covid-19, has provided significant challenges and uncertainties with regard to the sustainability of family firms. Now more than ever family firms need to develop their competitiveness and agility in order to survive.

Established in 2013, the DCU National Centre for Family Business (NCFB) is the first centre of excellence and learning for family businesses in Ireland. By translating world-class research into best practice insights, we empower family firms to embrace these contemporary challenges and achieve continuity across generations.

**Candidate Role:**

The National Centre for Family Business is now seeking to recruit a Research Assistant who will contribute to the research and engagement activities of the Centre. Working with NCFB faculty, the candidate will contribute to the writing of academic articles, conference papers, industry white papers and other academic outputs. The role will also involve engaging with Irish family firms and conducting interviews and survey research on topics of relevance to multi-generational continuity. In addition, the candidate will contribute to the Centre's engagement activities, for example the quarterly e-zine, webinars and the national conference.

**Principal Duties and Responsibilities;**

Reporting to the Centre Director, the duties of the role include:

- Provide support across the research portfolio.
- Deliver research outputs according to project schedules.
- Attend and present results at project progress meetings.
- Assist with the project management of engagement events.
- Provide administrative support to educational programmes offered by the NCFB.
- Active contribution to the NCFB engagement activities (e.g. conferences, workshops, seminars and e-zine).
- Create relevant and timely content for the NCFB Website and online platforms.
- Actively manage and maintain the NCFB Website and online platforms in line with DCU Communications protocols.
- Represent the NCFB at monthly management meetings with the NCFB's financial partners.
- Manage the NCFB's exiting research portfolio and provide the Centre's subscribers ease of access to this research.

**Qualifications, Skills and Experience Required:**

Applicants should have a primary degree in a relevant Business, Psychology, or Journalism discipline.

Applicants should also have:

- Evidence of a strong writing ability;
- Skills in the design, management and conduct of high-quality research;
- Thoroughness, accuracy and attention to detail;
- A high level of interpersonal and communication skills;
- Strong team working abilities;
- Interest in family business research;
- Time management skills, ability to work on own initiative and capacity to work to deadlines.

**In addition, it is desirable that applicants have:**

- A Master's Degree qualification in a relevant discipline;
- Qualitative and quantitative data analysis skills;
- Knowledge of some of the relevant academic literature on family firms.
- Demonstrable experience in industry-led research.
- Strong Presentation skills.

**Mandatory Training:**

The post holder will be required to undertake the following mandatory compliance training: Orientation, Health and Safety and Intellectual Property and Data Protection training. Other training may need to be undertaken when required.