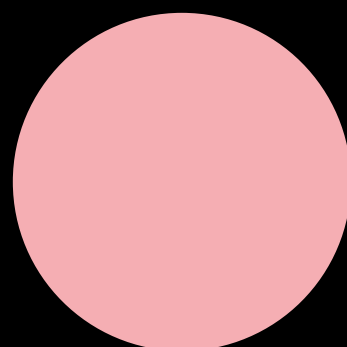
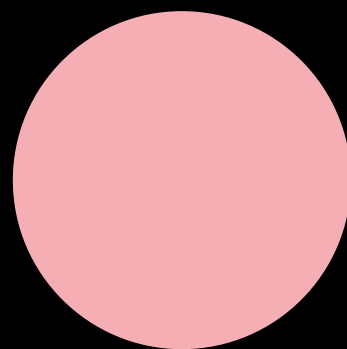


April 2024

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**Savanta UK**

**Role Specification:  
Research Manager,  
QPG**



Classified: Private

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**Location:** Toronto

**Business Area:** Research, Insights & Consulting

**Reports to:** Director

# The Role

*Research Manager | QPG | Toronto*

At the heart of Savanta is a growing Qualitative Specialist Practice whose primary aim is to empower clients through empathy - the core belief being to truly understand audiences and inspire change, you need to walk in their shoes. This is where the group's human-centric approaches excel.

As a Research Manager, you will help inspire clients with the professional application of expertise and the quality of your thinking while supporting the timely execution of projects, both in the UK and internationally.

## **In this role you will have responsibility for:**

### **Client Account Management & Delivering Projects**

- *Overall:* Takes the lead on the project management of smaller projects; Supports other team members in the successful delivery of projects and smooth running of client accounts
- *Project Management:* Proactively communicates with clients on day-to-day issues on projects and responds to client requests; Manages internal ops team and external suppliers, monitoring quality and cost.
- *Fieldwork:* Leads on drafting of screeners, discussion guides; Conducts a range of different qualitative fieldwork methodologies e.g. depths, online communities and focus groups and takes the lead on smaller projects
- *Analysis:* Prepares draft reporting decks; Summarises findings and translates into draft presentation decks
- *Reporting and Delivery:* Attends debriefs and presents parts of results presentations to clients

### **New Business & Commercial**

- Has good understanding of business / commercial thinking
- Joins new business meetings and calls
- Contributes in proposal brainstorming meetings and is involved in writing proposals (esp. for smaller projects)
- Reviews supplier/ third party costs, and drafts Project Costings
- Monitors project costs and raises issues where costs (time/ direct) exceed budget

### **People & Team**

- Has career management responsibility for junior members of staff, ensures they have appropriate objectives
- Supervises the work of more junior members of staff on specific projects
- Meets company expectations and displays company values

### **Personal Development/ Profile at Savanta**

- Has solid knowledge of research methodologies, both qualitative and quantitative
- Is familiar with the key clients of the vertical/ practice area
- Is an active member of the team and engages in presentations/ discussions in knowledge sharing meetings (KSMs)
- Raises the profile of the company through posting/ sharing content on LinkedIn

# About You

A Research Manager is a more experienced team member who is still involved in everyday project management but is becoming increasingly known and asked for by clients.

Research Managers have strong working competency and a point of view about different research and insight techniques. They are fast workers, requiring limited supervision from more senior colleagues, and increasingly demonstrate an ability to separate cause and effect and see the bigger picture.

Strong Research Managers have good time management skills, increasingly strong relationships with clients, becoming the go to person for new briefs, and growing commercial awareness.