



## Job Description

This form summarises the purpose of the job and lists its key tasks. It is not a definitive list of all the tasks to be undertaken as those can be varied from time to time at the discretion of the School, in consultation with the postholder.

**Job title: Research Assistant, Democratic Dashboard**

**Department/Division: LSE Public Policy Group (PPG), Department of Government**  
**Accountable to: Prof Patrick Dunleavy (Prof Tony Travers Jan-April)**

### Job Summary

The Democratic Audit (DA) is an independent research organisation which audits democracy and human rights in the UK. It transferred to the London School of Economics in early 2013 and its core funding from JRCT was renewed for three years in mid 2016. DA runs a well-known blog that campaigns actively for democratic advancement within the UK and overseas (see <http://www.democraticaudit.com/>), and is undertaking a 'rolling audit' of UK democracy.

The second part of DA's work involves the Democratic Dashboard (see <http://democraticdashboard.com/>) which seeks to present full background information on every UK election to voters digitally using PCs, tablets or mobiles. We have completed this twice with great success at the 2015 general election (250,000 users) and for the May 2016 sub-national elections (150,000 users). An absolutely core part of the current job is to ensure that we fully cover all the upcoming May elections in 2017, 2018 and 2019 in the same manner as already achieved, plus preparing for any general election that might be held in the next three years (although the next scheduled official date is in May 2020).

In addition, we have decided to broaden out the coverage that the Dashboard provides to cover UK civic politics, with regular summary updates on political developments and main issues across UK local authorities and fuller coverage of devolved politics. (DA already has a DA Scotland blogsite (at <http://www.democraticauditscotland.com/>) and may evolve related sites for Wales, Scotland and Northern Ireland if resources can be obtained). A key second part of the Dashboard jobholder's work will be to collaborate with the DA co-directors (especially Professors Patrick Dunleavy and Tony Travers) in progressively developing coverage of civic politics, beginning in London for early 2017 and rolling out to other areas in time. We will also seek to recruit a network of Dashboard collaborators who can update entries for each area, hopefully in an impartial Wiki edited style.

### Duties and Responsibilities

The post-holder will

- (1) be responsible for the updating and day-to-day management of the Democratic Dashboard website and the attached DD blog, and for maximizing usage of the sites;
- (2) manage the preparations for May election rounds in 2017, 2018 and 2019 so that the Dashboard site provides updated election information on the same pattern as that available for 2017;
- (3) in consultation with the DA co-directors, prepare for the calling of a general election before 2020, such that the Dashboard website can provide similar coverage to that for the 2015 general election
- (4) take the lead in working with the DA co-directors on developing the Dashboard website also to cover



civic and sub-national politics in accessible summary formats

5) help to progressively build up the stock of local political information hosted on the site, engaging outside reliable authors in a wiki-mode of development and editing;

(6) work closely and flexibly with the Managing Editor of the Democratic Audit blog and the DA co-Directors in the overall development of the Audit and Dashboard, especially in seeking additional funding

(7) work co-operatively with the Dashboard's existing external partners (such as Democracy Club), and other pro-democracy NGOs in the UK.

(8) Assist the work of the LSE Public Policy Group, within which the Democratic Audit operates.

#### **Note**

The LSE has a progressive pay structure that rewards you with annual pay increases up to a certain level as you develop in your role. We also provide for further reward past this point in the form of further pay increases based on exceptional performance.

#### **Flexibility**

To deliver services effectively, a degree of flexibility is needed, and the post holder may be required to perform work not specifically referred to above.

#### **Equality and Diversity**

LSE believes that equality for all is a basic human right. We actively encourage diversity and inclusion, while opposing all forms of unlawful and unfair discrimination on the grounds of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.

#### **Environmental Sustainability**

The post holder is required to minimise environmental impact in the performance of the role, and actively contribute to the delivery of the LSE Environmental Policy.