Community Justice Scotland

Ceartas Coimhearsnachd Alba

Data, Research and Innovations Officer

November 2026

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1 Overview

The Community Justice (Scotland) Act 2016 established Community Justice Scotland (CJS) as the national organisation for promoting, monitoring, and supporting improvement in the delivery of community justice in Scotland.

CJS is here for everyone who has experience of the justice system in Scotland. Victims, people who have broken the law, practitioners and professionals working within the criminal justice system, members of the Scottish Government, policy makers and legislators but most importantly the population of Scotland who need to be assured that the system of justice is fair, safe and effective.

CJS' vision We all want Scotland to be a place where we can all feel safe. That's why we need a justice system than we can rely on. We'll achieve that goal through constant innovation and by working closely with our partners to develop new ways of supporting people who have committed a crime, their families and the various agencies that help to break the cycle of reoffending, allowing people to make a positive contribution to society.



Role: Data, Research and Innovation Officer

Salary: £34,936 to £37,894

New entrants will start on the lowest salary point. Top of scale salary can be achieved within 4 years of employment.

Contract: Fixed term 12 months

(subject to satisfactory completion of probation)

CJS is a values-based organisation, and we thread our values through everything we do. Our **Values in Action** document shows our commitment of how we work together as a team and with our stakeholders and our community.

Our **People Strategy** sets out our vision for the type of organisation we want to be. We know that if you like the people, enjoy the role and feel listened to and valued, you will feel fulfilled and productive in your role. We learn from each other and promote continuous improvement in what we do. You will meet great people, and you will be inspired by the work that goes on across Scotland and beyond.

2 Your Role: Your Strengths

The role of Data, Research and Innovations Officer is a new and exciting opportunity to become an integral part of the Community Justice Scotland Insights and Intelligence team. This team is responsible for the development of local and national system-wide datasets, analysis, research, evaluation and evidence-led recommendations that improve justice system functionality and experience for everyone who comes into contact with this.

You will demonstrate a curiosity and a desire to innovate, exploring new technologies, approaches and research methods to improve the development, communication and use of justice information and analysis. This will drive continuous improvement by identifying opportunities to enhance processes, products and ways of working.

You will apply strong analytical thinking and research skills to assess information, identify opportunities for improvement and recommend effective solutions that add value to the organisation and across the desired national outcomes within the **Vision for Justice in Scotland** and the **National Strategy for Community Justice** .

You will communicate complex information in clear, engaging and accessible ways. Providing advice and guidance across the team and wider organisation on the most effective and innovative application of research tools and data solutions. To achieve this, you will build effective relationships and work collaboratively with colleagues and stakeholders, including people with experience of the justice system, to champion innovation in line with their needs.

You will have knowledge of the justice system landscape and apply this to completing research and supporting the development, interpretation and effective communication of intelligence, evidence and analysis.

3 Main Duties

- Lead the development and delivery of research, data visualisation and analytical products that communicate evidence, performance and insight effectively.
- Design, test and implement innovative approaches to presenting data, research, intelligence and analysis using a range of methods and digital solutions
- Review, develop, maintain and continually improve analytical products and reporting tools, ensuring outputs are accessible, user-focused and tailored to a range of stakeholder needs.
- Identify emerging technologies, digital tools and analytical methods that support the communication of research and evidence, evaluating their potential application and providing recommendations to enhance organisational capability and decision-making.
- Develop standards and provide knowledge sharing activities and workshops to support the team and wider organisation to grow skills and confidence in using research, data presentation and digital product development
- Build networks with internal and external stakeholders to identify opportunities, share learning and keep abreast of developments

4 Essential Criteria

- Experience in completing research using a range of methods across both desk-based approaches and those which engage people who are experts by experience in a trauma-responsive way
- Experience of developing and improving research, data, intelligence and analytical products: designing, developing and/or enhancing data products, dashboards, reports, visualisations or other intelligence products
- Evidence of innovation and continuous improvement: identifying, implementing and evaluating new research methods, data-handling tools, methodologies or ways of working
- Knowledge of research, data and analytical processes: how data and analysis are developed, interpreted and utilised to support evidence-led decision-making
- Excellent communication skills: the explanation of research or analytical concepts clearly to both technical and non-technical audiences

5 Desirable Criteria

- Experience of working within a public sector, justice, research or similarly complex multi-agency environment, including working collaboratively with partners across different professions
- Experience of data analysis and visualisation tools: Power BI, Tableau, Python, R or SQL, and an ability to apply digital tools to communicate evidence and insight
- An understanding of emerging technologies, including AI, and their responsible application to research, analysis or organisational improvement
- Experience of translating research, data or evidence into practical improvement, such as developing new products, testing approaches, improving processes or informing service/policy development
- Experience of co-production, participatory research or working with people who are experts by experience, particularly in justice or another setting

6 Success Profiles (Behaviours)

Success profiles are specific to each job, and they include the mix of skills, experience and behaviours candidates will be assessed on. You can find out more about Success Profiles Behaviours **here**. This post sits within behaviour level 2.

Seeing the Big Picture
Changing and improving
Making Effective Decisions
Communicating and Influencing

7 Flexible Working

CJS are an Edinburgh based organisation. We enjoy coming together as a team and therefore have a three day a week commitment to working from our office space/in person with stakeholders.

8 How to Apply

Please complete our application form on MS Forms available on our website.

If you would like to apply using an alternative method, please contact our People Team via email at **HR@communityjustice.scot**.

If you have any questions, please do not hesitate to get in touch via at **HR@communityjustice.scot**. CJS is an inclusive organisation and as such we are happy to make reasonable adjustments for any candidate.

We are a Disability Confident employer. Please see our Disability Confident statement on our website here: **Join the Team - Community Justice Scotland**.

Closing date for applications is 9 December at noon.

Interviews will take place in person the w/c 11 January 2027.

We are a value driven organisation. We use our values in everything we do, values-based recruitment, values-based policies, values-based working.



Respect



Effective



Compassion



Fairness



Understanding



Integrity

Annual leave 5 weeks increasing to 6 after 2 years

11.5 days Public and Privilege Holidays annually

Personal Development

Flexible Working

28.3% employer pension

Wellbeing Programme

Values Based
By feeding our values through everything we do we will provide an environment that recognises and appreciates our people

Talent Development
By investing in our people and seeing their potential we create an environment that recognises the value of learning, growth, and enhanced capability.

Wellbeing Focused
By putting personal wellbeing at the heart of everything we do, we hope to create an environment where people feel supported and can then support others.

Inclusive and Accepting
We strive to provide a trusting and safe environment, where we work collaboratively and

The health and wellbeing of everyone at CJS is important and we aim to show this through our accreditations:

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To view our privacy policy, visit our
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