

# Supporting wellbeing in participatory research commission brief

## Overview

**Project:** Supporting wellbeing in participatory research

**Organisation:** The Public Engagement Unit, University of Bath  
(<https://www.bath.ac.uk/public-engagement>)

**Project description:** [ParticipatoryResearch@Bath](#) is a two-year project that is investigating what a culture of participatory research looks like at the University of Bath and aims to create and enhance the conditions for research that is with/by/for people to flourish at the University.

One of the key findings from Phase One of this project (2022) was that there is a high degree of 'emotional labour' involved in the relational work of successful and authentically participatory research projects. However, the support structures for all those involved in this work across the whole research lifecycle are underdeveloped. We will investigate this further through this brief and, based on the recommendations from this work, pilot approaches that aim to support the wellbeing of those involved in participatory research projects.

**Role description:** To carry out desk and interview-based research investigating:

- the features of relational work with positive and negative critiques in a research context
- how wellbeing and welfare for relational work in research is currently supported and identify potential gaps in provision

It is anticipated that the successful candidate will work with us to shape this brief further.

**Tender value:** £8,400 (inclusive of VAT/Tax)

**Project duration:** July to 30 November 2023

## *ParticipatoryResearch@Bath*

The [ParticipatoryResearch@Bath](#) project is investigating the culture of participatory research at the University of Bath and builds on the approach taken to previous culture change work ([Engaged360@Bath](#) and [ChallengeCPD@Bath](#)) and the [Community Matters](#) project.

The second phase of this project (2022-2024) aims to create and enhance the conditions for participatory research to flourish at the University and will deliver activities based on [findings from Phase One of ParticipatoryResearch@Bath](#). This work will involve running a grant scheme, offering training workshops and other professional development opportunities, delivering programmes and initiatives in partnership with communities, and carrying out pilot initiatives around improving the involvement of communities in research. The learning and outputs from *ParticipatoryResearch@Bath* will inform changes to the institutional activities and processes at the University of Bath to ensure researchers are supported to undertake participatory research with communities.

The [phase two project plan of ParticipatoryResearch@Bath](#) outlines more details of the approach and activities that will be delivered as part of the project.

The *ParticipatoryResearch@Bath* project is managed by the Public Engagement Unit, a central team of public engagement professionals who work across all departments at the University with researchers at all levels from early career researchers through to senior managers and principal investigators.

## Description of brief

To conduct qualitative research involving data collection and analysis to gather insight into how the wellbeing and welfare of those involved in research, in particular in relational contexts, is supported. We are aware of work that examines welfare and wellbeing for researchers (and practitioners in other fields such as journalism) where people may encounter traumatic experiences or be in a position where they relive personal trauma. However, we think there could be a need to support people who are taking part in relational work as part of a research collaboration, even when the work is relatively benign. As such we are interested in understanding relational wellbeing for different settings and contexts. We are interested in finding out more about:

- the features of relational work with positive and negative critiques in a research context
- how wellbeing and welfare for relational work in research is currently supported and identify potential gaps in provision

We anticipate this work will involve some desk research alongside primary research.

This work could involve undertaking research with academics, professional service staff involved in research, public engagement professionals and practitioners, public involvement professionals, and citizen/community researchers.

The work will include the design and development of research materials; preparing data; analysing results, providing new insights by drawing conclusions and making recommendations and writing a report.

### Further development of commission

Based on the findings from Phase One of *ParticipatoryResearch@Bath*, this piece of work feels novel, and we have only sketched an outline of the potential areas of interest and we are well aware that our language and terminology will likely need refining. We are seeking an individual/team for this commission who will be willing to work with us to further refine the terms of reference of this brief through an iterative and participatory process.

### Person specification

We invite responses outlining how they would undertake this piece of work in the timeline provided. An applicant is expected to:

#### Experience

1. be experienced in conducting semi-structured interviews (conversations), focus groups, or other collaborative enquiry tools
2. be experienced in conducting desk-based research and collating evidence from a range of sources
3. be experienced in qualitatively analysing data to create insight and recommendations on the results

#### Knowledge and skills

4. understand the features of participatory approaches to research
5. have knowledge of the features of stakeholder engagement
6. have knowledge of a range of qualitative research methodologies
7. have excellent active listening skills
8. have strong written communication skills with the ability to communicate research findings, insights and recommendations clearly and effectively

#### Personal attributes

9. commitment to working in a collaborative manner both with the Public Engagement Unit and those you engage for the research
10. demonstrable ability to provide good attention to detail
11. demonstrate an ability to work on own initiative and to tight deadlines

### Deliverables

Report to the Public Engagement Unit summarising the research findings of the research undertaken on wellbeing and welfare in relational/participatory approaches and a series of recommendations for the University of Bath. We welcome reports in a variety of formats that suit the work and the outcomes.

### Timetable

July 2023	Researcher appointed
July to end of November 2023	Work carried out

End of November 2023	Reports submitted
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### Tender value

The value of this work is £8,400 (inclusive of VAT/Tax) in total.

### Payments

The contractor will provide invoices on an agreed payment schedule.

## Submission

### Submission process

Please provide a method statement (no more than one page) which details how you will deliver the brief as described including number of days proposed to deliver the work and stated day-rate (Quality and Price evaluation criteria), a *Curriculum Vitae* outlining your previous experience and a one-page cover letter highlighting how you meet the person specification (Technical evaluation criteria). All should be A4, minimum pt11 font.

### Selection and award criteria

Submissions will be evaluated in an objective manner and applicants will be notified of the outcome of their submission once the evaluation of all submissions has been completed.

<b>Mandatory criteria</b>	
Response to tender is well written, coherent and addresses all points requested	
Cost proposed does not markedly exceed the maximum figure stated in the invitation to tender.	
<b>Evaluation criteria</b>	<b>Weighting</b>
Understanding of the brief / requirements	10%
<b>Technical</b> Demonstrate how they meet the knowledge and skills as outlined in the person specification.	40%
<b>Quality</b> Ability to carry out high-quality desk and interview-based research.	40%
<b>Price</b> Value for money and ability to deliver within the timeframe	10%

The above criteria (excluding Price) will be scored on a scale of 0-5:

0. no response given
1. response significantly unsatisfactory / a number of major concerns
2. response unsatisfactory / minor concerns / few major concerns
3. response has some minor concerns
4. response fully meets requirements with no reservations
5. response meets requirements and demonstrates added value/ innovation

#### Deadlines

Please send your submission to Suzi Wright (Project Manager – ParticipatoryResearch@Bath) [public-engagement@bath.ac.uk](mailto:public-engagement@bath.ac.uk) by 17:00 Friday 7 July 2023.