

March 2026



Research Manager

Contract:	Permanent, full-time or part-time
Location:	Central London, flexible/remote working
Salary:	£40,000-£55,000 p.a. <i>(full-time, subject to experience/qualifications etc. more may be possible for an exceptional candidate)</i>

Job Description

Are you interested in the role that transport plays in modern society? Do you want to help inform and influence the national and local policies that will impact on travel and transport? Are you interested in exploring the role that motoring might/should play in our future transport mix?

If so, would you be interested in joining our small team at the RAC Foundation, one of the UK's leading transport think tanks?

In Spring 2026 an opportunity is opening for someone to join us as a researcher both to undertake research and manage the projects we commission from others (generally in universities and consultancies).

We are looking for a self-motivated, inquisitive and collaborative individual to become part of our small, well-respected team. Ideally you will have led research activity, be familiar with identifying, collecting and collating data from a range of sources, and have the ability to convey research findings in a readily-comprehensible and compelling way to a wide audience of policy makers, journalists and industry professionals.

The RAC Foundation is an independent charity that conducts and disseminates analysis and research relating to motoring and road use. Set up by the Royal Automobile Club in 1991 and given financial independence through the gift of an endowment in 1998, the Foundation is based in the RAC's historic Pall Mall clubhouse, and has established a reputation for producing high quality work that seeks to illuminate, inform and influence the debate on motoring and road use (as can be seen on our website: www.racfoundation.org).

The objectives of this role are:

- to work with the Director and others in the team to identify issues warranting investigation and the best ways they might be approached;
- to undertake research projects as part of the Foundation's overall programme;
- to manage the commissioning and delivery of research by third parties;
- to handle the production of research reports (commissioning proofreading, peer reviews, report design and publication); and
- represent the Foundation at workshops, seminars and conferences, and potentially in the media.

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Previous experience in transport-related research or data analysis would be desirable, as would a background in areas or professional disciplines such as economics, highway management, behavioural science, the automotive sector and road safety.

A professional or personal interest in motoring and transport policy would be a definite advantage. Above all we are looking for someone who will fit with and complement the team bringing fresh ideas and insights to bear.

A full job description is attached, below, along with a note about flexible working.

How to apply:

Please send:

- a letter of application explaining your interest in and aptitude for this post (preferably no more than 750 words),
- a CV, including two referees (these will not be contacted prior to interview),
- an indication of whether your interest is in full time or part-time working (please specify if part-time how many days per week)

to rosa.milne@racfoundation.org by close on Tuesday 31 March 2026.

It is likely that candidates will be shortlisted from a review of written applications, with shortlisted candidates subsequently invited to an in-person interview and opportunity to meet the rest of the team.

Nationality

Please note: Unfortunately we are not in a position to obtain work visas for overseas nationals. Applicants must confirm that they have the appropriate nationality/resident status to take up this position, were we to offer it to them.

Additional information:

Further information about the RAC Foundation and our work can be found on our website www.racfoundation.org. If you have other queries, please mail RAC Foundation Director, steve.gooding@racfoundation.org

Data privacy

We will handle such data as applicants provide in strict accordance with the rules on data privacy (GDPR), and will hold information only for as long as necessary to complete the recruitment process.

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Research manager - Job Description

The RAC Foundation is an independent charity that conducts and disseminates analysis and research relating to motoring and road use. Set up by the Royal Automobile Club in 1991, and given financial independence through the gift of an endowment in 1998, the Foundation is based in the RAC's historic clubhouse on Pall Mall, London, and has an established reputation for producing high quality work that seeks to illuminate, inform and influence the debate on all aspects of motoring and road use.

The RAC Foundation's formal charitable purposes are:

to promote for the public benefit research into the environmental, economic, mobility and safety issues relating to the use of motor vehicles including the publication of the useful results thereof and, in particular, but without prejudice to the generality of the foregoing, to promote or conduct research into vehicle emissions, vehicle technology, fuel technology, the environmental impact of road transport, mobility and transportation needs.

We are looking for a self-motivated, inquisitive and collaborative individual to become part of our small, well-respected team.

The successful candidate will be able to demonstrate the capability to undertake, commission, manage and communicate research findings in a readily-comprehensible and compelling way to our wide audience of policy makers, journalists and industry professionals. Our focus as a charity is on the UK but our work occasionally requires overseas travel e.g. to attend conferences.

What does the role entail?

The overall objectives of this role are:

- to work with the Director and others in the team to identify issues warranting investigation and the best ways they might be approached, e.g. by finding a fresh angle not covered by others that will illuminate a wider issue;
- to undertake research projects personally as part of the Foundation's overall programme, identifying sources, analysing information and producing robust findings that will stand up to challenge through independent peer review;
- to manage the commissioning and delivery of research by third parties, typically universities and consultancies, including contractual paperwork, progress chasing, and proofreading/peer review where necessary;
- to handle the production of research reports including output from the Foundation's in-house analysts (commissioning proofreading, peer reviews, report design and publication);
- to collate evidence for briefings and responses to consultations e.g. from Government or Parliamentary Select Committees; and
- to represent the Foundation at workshops, seminars and conferences, and potentially in the media.

Person specification

- Good research and analytical skills, clear-thinking, inquisitive and creative, with the ability to work independently to produce robust, evidenced findings;
- Working familiarity with established good practice in conducting research;
- Good time management and planning skills;
- Ability to present material in a clear and compelling way to both technical and lay audiences;
- Ability to work at pace without compromising on quality;
- The interpersonal skills to work well with a small, close-knit team and to support colleagues.

Our interests are wide ranging and as such we have identified that any of the following would give a candidate the basis to bring complementary knowledge and experience to the team: experience of working in a highway authority; experience of working in a think tank or research organisation with a strong public policy interest; knowledge and/or a qualification in behavioural science or economics; experience of working in the automotive/motoring world.

Personal development

We are committed to investing in the continuing professional development of our team, including the building of a network of professional contacts, funding attendance at training courses, and supporting on-the-job development.

How we work – flexible working

The Foundation has long sought to accommodate flexible working patterns with IT systems and equipment that provide for a considerable degree of remote/home working, accommodating part-time working, and offering the option to ‘buy-back’ additional leave days subject to covering business need.

Since 2022 we have moved to a model where we all return to our London office twice a month so that we get to meet in-person as a team. Depending on meeting and staff collaboration needs, travel is also dependent on the meetings and conferences we attend which are often, but not always, London based. Team members are expected to attend our in-person quarterly advisory panel meetings (our ‘public policy committee’ of experts) held in the Royal Automobile Club in London, and are expected to help when we host events and conferences, including our annual Winter Reception, which is also in the London Clubhouse.

Our central London office accommodation in Pall Mall is available as a base, and can be used for days when any of us need to come into London to attend or host meetings and events, or for colleagues when home working might not be convenient.

We occasionally gather for awaydays at the Royal Automobile Club’s Woodcote clubhouse near Epsom, Surrey up to two or three times a year, where some of the events that we host may also take place.

Depending on the knowledge and experience of the selected candidate we may also need to arrange a face-to-face induction programme requiring more time in the office, in particular to cover the way our IT system works.