



Analyst, Research & Media

Location: UK or Ireland

About TM Forum:

TM Forum is the global member association for digital business. We provide a platform for hundreds of global members across a wide range of industries – communications, technology, cities and municipal government, insurance, healthcare, and so on – to collaborate and partner to co-create, prototype, deliver, and monetize innovative digital services for their billions of customers.

Our vision is to drive the next wave of digital business growth – the digitization of every industry – by providing a common innovation platform to connect businesses, industries, and ecosystems. We do this in a highly practical and agile way through collaboration programs and communities which lead to rapid prototypes – ranging from digital business models to interconnectivity APIs – that have real world commercial applications. Complementing our collaboration programs, the Forum provides thought-provoking digital business research and publications, industry best practices and standards along with training programs to accelerate adoption, and events and workshops which connect top business & IT leaders to learn, network, and develop meaningful partnerships.

This is a full-time (40-hour week), home-based, permanent position for someone based in the UK or Ireland. The person appointed will work usual office hours, and must be available during those hours on a TM Forum Skype account.

The suitable candidate will probably have one to two years' experience working as an analyst either in a research organization, a CSP or a technology provider and must have genuine interest in the telecoms industry and the impact of digitization.

They will report to Senior Director, Research & Media, and work closely with all members of the Research & Content team, as well as with colleagues across the organization. This is a busy and varied role with plenty of scope for the right individual to develop. It will include some national and international travel.

Responsibilities:

- researching, writing and suggesting graphical elements of *Quick Insights* reports – they are 2,500 or 4,000 words long – on emerging topics or new developments in established trends concerning the telecoms industry and the digital world
- in-depth coverage of our [Catalyst program/projects](#) and their significance to the wider world
- input to our constantly reviewed research agenda
- researching and writing content for our Inform channel
- frequent liaison with colleagues across the organization to ensure accuracy of information

- about the Forum's activities and assets, and its relevance to the current research agenda
- being prepared to travel up to 4 weeks a year to attend in-house events as well as various external events, and those of third parties on occasion, to work on daily newsletters, write-ups, blogs, infographics, podcasts, videos and other digital content, as directed
- promoting research via social media.

Required skills:

- bachelor degree level, preferably in data science or IT
- adept at using Microsoft Office
- adept at using social media channels
- adaptable and flexible to accommodate shifts and flows in the team's workload
- has a demonstrable, genuine and wide-ranging interest in digitization, technology and communications
- highly numerate as, for example, they will need to analyze survey and financial results
- writes well – that is, succinctly, consistently, accurately, grammatically and clearly about complex subjects.
- true team player, collaborating with colleagues within and beyond the immediate Research & Media team
- confident and competent networking with and interviewing senior executives
- committed to serving the Forum's members, which includes liaising with sponsors of research reports
- committed to upholding the integrity of our research by ensuring it is always impartial and accurate.

Desirable skills

- A working knowledge of InDesign
- experience of producing podcasts
- experience of conducting video interviews

For immediate consideration, please email your resume to aturner@tmforum.org
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