

University of Manchester Q-Step Summer Project 2016

Ref: #37 UoMQStep 2016 Race Relations Archive Indian Community Profile

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Organisation Name: Ahmed Iqbal Ullah Race Relations Archive / CMIST

Address: Manchester Central Library and Humanities Bridgeford Street, University of Manchester

Provisional title for project: Ethnic profile of the Indian population in Manchester / Greater Manchester

100 word abstract of what the project would probably undertake, and any data to be used:

A student will work with the team at the library and staff at CMIST to produce a profile of how the Indian population has changed over time. The library work will involve documenting the holdings in the archive and the community resources and organisations supporting the Indian population. The quantitative element of the profile will involve working with census and administrative data to show how the population profile, and, education, employment, health and housing experiences of the Indian population has changed.

The student will produce a report summarising the findings that will be available to users of the race relations archive.

Key words (up to 12):

Ethnicity, ethnic profile, demography, education, employment, health, housing, statistics, quantitative analysis.

Essential and desirable skills that the student would need to have:

Essential:

- Positive attitude, work ethic and ability and willingness to learn quickly

- Good communication skills
- Data analysis skills and experience with quantitative data
- Knowledge of Microsoft Office
- Excellent written English

Desirable:

- Mapping software, Excel
- Some knowledge of demography, education, employment, health or housing data and issues

Where the work would be carried out:

The first two weeks of the placement will be based in the central library in Manchester with the remainder of the placement in CMIST at Humanities Bridgeford. During the second part of the placement some visits to the library and community resources in Manchester may be required. The hours of work are flexible but will comprise a 35 hour and the role will last for eight weeks.

Preferred selection method (interview or other meeting):

Interview in Manchester

Support and training offered by the organisation:

The student will be provided training in using a range of library cataloguing tools to carry out searches and be supported by a member of staff at CMIST in the quantitative analysis of census and administrative data. Students will be expected to undertake the Q-Step Excel training or demonstrate an equivalent level of knowledge. Individual support will be provided to enable the student to produce maps to include within the report.

Any issues of data confidentiality and/or IPR that would need to be resolved:

None

Financial assistance offered by the organisation:

Unfortunately the Race Relations Archive is not in a position to offer additional payment to the students.