

PARTICIPANT INFORMATION SHEET

July 2017

Study Title: Self-employment and the Armed Forces Community

Investigator(s): Dr Clare Lyonette and Dr Sally-Anne Barnes (IER, University of Warwick); Ms Natalie Fisher and Ms Karen Newell (QinetiQ); Mr Martin Wing (X-Forces)

Introduction

You are invited to take part in a research study. Before you decide, you need to understand why the research is being done and what it would involve for you. Please take the time to read the following information carefully. Talk to others about the study if you wish. Please ask us if there is anything that is not clear or if you would like more information.

What is the study about?

Forces in Mind Trust (FiMT) has commissioned this piece of research to understand what more can be done to support the Armed Forces Community (ex-Services personnel, spouses and Reservists) in pursuing self-employment and thereby help to maximise their chances of a successful and sustainable transition from the military. This research seeks to fill the current gap in knowledge and contribute to policy-making and service delivery.

Do I have to take part?

It is entirely up to you to decide. If you choose to participate, we will ask you to complete an online consent form to confirm that you have agreed to take part. You will be free to withdraw from the study at any time, without giving a reason and this will not affect you or your circumstances in any way.

What will happen to me if I take part?

If you are happy to take part after reading this information sheet, please fill in the questions on the webpage and then send the form to us. At this point, your telephone number will be requested for the interview but this will not be passed on to any third parties and will be kept securely in a password-protected folder at the University of Warwick for the purposes of the research. We will then contact you to arrange a telephone interview to ask you about your experiences of self-employment. The researcher will call you on the date and time agreed. The interview should last around 45 minutes and will be audio-recorded if you agree (if you would prefer not to be audio-recorded, the interviewer will take notes during the interview).

What are the possible risks and benefits of taking part in this study?

There are no anticipated risks to you as a research participant. In terms of benefits, it is anticipated that the final report will be made available to all participants: this will provide anonymised data on all participants' experiences of self-employment, highlighting the successes and failures, and so give current and future self-employed ex-Service personnel the opportunity to learn from others.

Expenses and payments

You will be sent a £15 Amazon gift voucher to thank you for your time after the interview.

What will happen when the study ends?

Your data will be completely anonymised and the dataset will be made available to FiMT at the end of the project. You will not be identifiable in any way.

What will happen to the results of the study?

The results of the study will be published in a final report and also a peer-reviewed article will be prepared for publication in an academic journal. FiMT is responsible for the publication of the final report but we would anticipate that all participants will be sent a copy, if they wish.

Will my taking part be kept confidential?

Yes. We will follow strict ethical and legal practice and all information about you will be handled in confidence. All data and summarised notes will be anonymised and will be stored securely in a password-protected folder at IER. All participants will be given a pseudonym or sequence number for the purposes of reporting, and any identifiers removed to ensure confidentiality. All contact details and consent forms will be safely stored and then destroyed securely. Only the researchers will have access to the data.

Who is organising and funding the study?

Forces in Mind Trust is organising and funding this study, which will be carried out by the Institute for Employment Research (IER) at the University of Warwick, along with QinetiQ and X-Forces.

Who should I contact if I wish to make a complaint?

Any complaint about the way you have been dealt with during the study or any possible harm you might have suffered will be addressed. Please address your complaint to the person below, who is a senior University of Warwick official entirely independent of this study:

Head of Research Governance

Research & Impact Services

University House

University of Warwick

Coventry

CV4 8UW

Email: jane.prewett@warwick.ac.uk / e.c.dight@warwick.ac.uk

Tel: 024 76 522746

Who has reviewed the study?

This study has been reviewed and given favourable opinion by the University of Warwick's Humanities and Social Science Research Ethics Committee (HSSREC): **27/16-17**.

What if I want more information about the study?

If you have any questions about any aspect of the study, or your participation in it, not answered by this participant information sheet, please contact:

C.Lyonette@warwick.ac.uk

Thank you for taking the time to read this Participant Information Sheet.