

Data & Impact Officer, Feltham Convening Partnership

Location: Reach Foundation

Salary: £32,000

Contract: 40 hours/week, 52 weeks, 25 days' annual leave
Requests for part-time or flexible working will be considered.

Position reports to: Evaluation Lead

Start Date: ASAP

Position Summary

The Feltham Convening Partnership is seeking a self-motivated and enthusiastic Data & Impact Associate, to work closely with our internal Evaluation Lead and our external evaluation partner, Kingston University. The Data & Impact Associate will support the development of our learning and evaluation strategy and help to ensure the partnership reports on its progress in a timely and engaging way, reaching a wide range of audiences. The ideal candidate will be passionate about the role that data and evaluation can play in enabling the partnership to realise its ambitions, as collective learning through an evidence-based approach is a critical component of this partnership effort.

Outcomes

The key outcomes that the Evaluation team (the Evaluation Lead supported by the Data & Impact Associate) will be accountable for are described below:

- High quality data will be collected, analysed and applied by the Planning Team and Working Groups to support the partnership's evidence-based decision making
- The partnership's progress will be reported in a timely and engaging way, appealing to a wide range of audiences
- The partnership's stakeholders will be supported with ongoing learning and evaluation

Responsibilities

Responsibilities will include but are not limited to:

Leadership/Strategic Coherence:

- Support the development of an effective and high impact learning and evaluation strategy for the Feltham Convening Partnership, working closely with our external evaluation partner to achieve this
- Support evidence-based decision-making within and between Working Groups
- Work with the Evaluation Lead to promote a strong learning and evaluation culture across the partnership
- Train locally-based co-researchers (as the project develops)

Supporting Steering Group and Working Group meetings:

Work alongside the Evaluation Lead to:

- Provide support to Steering Group and Working Group Co-Chairs to facilitate meetings, assisting in preparation of meeting materials, etc.
- Collect high quality information from the Steering Group and Working Group meetings as part of the ongoing evaluation process, and share this regularly with our external evaluation partner
- Build and maintain relationships with Steering Group, Working Group Co-Chairs, and Working Group members

Tracking progress towards the Working Groups' long-term outcomes:

Work alongside the Evaluation Lead to:

- Develop and track standardised evidence-based measures for the Working Groups' priority areas and long-term outcomes
- Support the partnership to collect and disaggregate baseline data for these evidence-based measures by key demographic group
- Analyse data from the Working Group Action Plans and draw conclusions from wider contextual data collected across the partnership, as part of ongoing discussions with our external evaluation partner
- Support Working Groups with data quality checks

Tracking change within the local system that the partnership is influencing:

Work alongside the Evaluation Lead to:

- Track core components of the local system and their ongoing relationship
- Support the Planning Team and Steering Group with the development and implementation of a project-wide, cross-sector outcome measurement protocol

Reporting on progress:

Work alongside the Evaluation Lead to:

- Share key progress headlines regularly with key stakeholders, ensuring that information is engaging and accessible to a range of audiences
- Contribute to the annual review process, working closely with our external evaluation partners

Requisite Skills and Qualifications

Learning and Evaluation play a key role in the Feltham Convening Partnership's mission to collectively address entrenched inequalities affecting children and young people that have persisted in Feltham. Therefore, first and foremost, the Data & Impact Associate must be committed to the mission and overarching goals of the Feltham Convening Project.

The Data and Impact Associate role is aimed at candidates who are enthusiastic about contributing to a new, innovative social change project.

The successful candidate must have:

- A bachelor's degree in a relevant field
- A background in quantitative data collection & analysis

- Familiarity with qualitative data collection & analysis
- Ability to accurately analyse a range of data & disseminate findings in an engaging way
- Ability to quickly build positive relationships with a range of stakeholders
- A good understanding of issues and services that impact babies, children, young people, and/or parents
- Clear and concise written and oral communication skills
- Ability to function well in high pressure and small team environments
- Comfort with ambiguity and ability to thrive in a fluid, entrepreneurial environment; willingness to “roll up one’s sleeves” and extend beyond formal responsibilities based on the needs of the work

Desired Skills and Experience

- Familiarity with data visualisation
- Some experience of using a range of tech platforms to store and/or analyse data
- Experience of data sharing agreements
- Knowledge of GDPR protocols in relation to data collection, analysis and storage
- Experience of data management (including quality control) and experience using shared management systems
- Familiarity with the West London area, especially Feltham

Apply Now

Please complete an online [application form](#). Prospective applicants are encouraged to contact Victoria Hirst if you have any questions: victoria.hirst@reachfoundation.org.uk

The deadline for applications is **Wednesday 26th January**. Applicants will be shortlisted by Friday 28th January and invited to an interview on **Thursday 3rd February**.

About Organisation

The Feltham Convening Partnership is an exciting new partnership that is bringing together a cross-sector of individuals and groups to make Feltham and surrounding areas the best place for children to grow up.

Children and young people in Feltham have worse outcomes than their peers in other parts of Hounslow, and in other parts of London. The causes of this are wide-ranging and complex, relating to many different aspects of local families’ lives and difficulties. There are a variety of different agencies, services, businesses, organisations and institutions that work with children, young people and families in the local area, or that have a significant influence over their lives. They all have a part to play in improving outcomes for the younger generations locally, and we want to harness their collective power.

The partnership intends to take a ‘holistic’ approach, by which it means it acknowledges that outcomes experienced by children and young people are affected by many different variables (from parenting to what happens to them at school to what kinds of services/opportunities are available to children and young people at various parts of their life, etc). It will therefore need to consider and draw on the experience, knowledge, and expertise of people with different perspectives and professions.

Whilst the scope of this partnership is to help children and young people in Feltham, it is intended that the changes that result should benefit everyone in the ward, regardless of their age.

The Feltham Convening Project aims to achieve its aims by supporting and coordinating the existing system to change from within. There are four central components:

- **leadership** and change delivered at a strategic level by an independent Steering Group.
- operational **change created by a series of Working Groups**, with participants from across the community and system implementing their own action plans.
- a **shared measurement system**, to collect and publicise key indicators of inequalities, and inform better decision-making; and
- a **light-touch staff**, to facilitate these three components, and provide daily leadership.

Our partnership and small staff team are always working to exhibit the following values and principles at the highest levels:

Core Values	Core Design Principles
<ul style="list-style-type: none"> ● Inclusion ● Shared vulnerability ● Commitment ● Equality 	<ul style="list-style-type: none"> ● Collective impact ● Grounded in rich understanding of local community ● Continuous collective learning/improvement ● Nurturing relationships