Amber
transforming lives

Impact and Evaluation Manager

How to apply

Apply online at www.nfpconsulting.co.uk/amber

For an informal and confidential discussion about the role, please contact our recruitment partner:

Simon Lloyd, Director, NFP Consulting

T: 07961 988 523

E: simon.lloyd@nfpconsulting.co.uk

Application is by way of a CV and a Supporting Statement.

Selection and timescales:

Applications will reviewed on a rolling basis.

There will be a two-stage selection process.

Accessibility:

Please let us know if you have any special requirements which we might need to consider in relation to the selection process, e.g. attending interview. Any requests will not be taken into account in the selection process.

Job description

Job Description – Impact and Evaluation Manager, Full Time - Fixed Term until November 2022

We are looking for someone to lead on an exciting project to redesign our approach to data, impact and Impact as part of fully funded project. Amber's cause is to help some of the most vulnerable young homeless and unemployed people to develop the confidence and skills needed to move on to bright and independent futures. We achieve this through our holistic residential training programme. It is important that you have a real commitment to the aspirations of the people who use Amber's services and place these at the centre of everything you do.

You will join us at an exciting time and have an important role to play in building on the great start we have made over recent years in developing the way we use data to evaluate our impact and use this learning to shape the way we work.

Job purpose

The purpose of the role is to lead on the design, and implementation and of a new system of data collection and impact measurement for the Foundation. This will be a collaborative project working alongside our staff teams and beneficiaries and engaging with key stakeholders to co-design all aspects of a new process. This will involve evaluating the way work with young people through our programme, revisiting our theory of change, identifying key metrics and leading on the configuration and implementation of a new CRM system to make the best use of the data available to us inform us about work and drive a process of continual improvement.

Key responsibilities

Reporting to the CEO the Data and Impact Project Manager will be responsible for creating and implementing a new data, impact and Impact strategy across Amber, to include:

- Designing and implementing an approach to Impact that enables us to measure impact and continuously improve our services to young people
- Working with SMT colleagues to review our theory of change in collaboration with key Amber staff and stake holders
- Working with SMT colleagues to review our beneficiary profile and programme content and structure, ensuring that we can make effective use of insights gained to inform our approach to impact measurement
- Work with key staff identify key measurements, metrics and outcomes
- Identifying a suitable Customer Relationship Management system (CRM) system for the Foundation

- Working with the CRM supplier and key Amber staff in supporting the development ,customisation and roll out of the new system
- Oversee the initial development and " bedding in" of our CRM over its initial implementation period
- Ensuring that at the end of the project period, Amber has the right processes and systems in place for collecting, analysing and reporting data.
- Creating and embedding processes and tools to enable this data to be updated and shared efficiently and in a format that "tells a story" about the impact Amber has. Leading on building a data and impact-aware culture across the Foundation
- Ensuring that appropriate milestone reporting requirements and other engagement requirements initiated by our funding partner are met

Person Specification

We are looking for an experienced and driven individual able to play a leading role in the next stage of our impact development. You will have:

- A commitment to our vision, mission and values
- Proven expertise in data management, Impact and impact reporting and project management
- A sound understanding of the challenges and opportunities facing our beneficiaries
- The ability to move between seamlessly between strategic thinking and operational delivery and contribute to both
- Strong interpersonal and influencing skills, with the ability to form positive relationships with colleagues and stakeholders from a range of backgrounds
- Excellent communication skills, with the ability to present complex data and processes simply and with impact

Salary

Up to £35,000 pa dependent on experience – Fixed term until November 2022

Benefits

- 28 days holiday per year (including bank holidays)
- An employer contributed pension scheme (employer contribution 3%)
- Health Assurance
- Death in Service Benefit
- Flexible working hours – home based with some travel requirements

- A supportive and friendly team
- A chance to make a real difference to the lives of young people

Safeguarding

Amber is committed to safeguarding and ensuring the welfare of children, young people and vulnerable adults and expects all employees and volunteers to share this commitment.

The suitability of all prospective employees or volunteers will be assessed during the recruitment process in line with this commitment. This post will be subject to an enhanced DBS check.

www.amberweb.org

The Amber Foundation, registered in England & Wales. Company number 03004111, Charity number 1051388.