

# DATA, INSIGHTS AND RESEARCH MANAGER

## ROLE PROFILE

Apply before 5.00pm on Monday 25th of March, 2024



## Data, Insights and Research Manager

**Job Title:** Data, Insights and Research Manager

**Reports to:** Digital Transformation Manager

**Location:** Dublin/Hybrid

**Contract:** Full time, 3 year fixed term contract

### About Social Entrepreneurs Ireland

Social Entrepreneurs Ireland was founded in 2004. Since then, we have supported over 600 social entrepreneurs in tackling social problems across the island of Ireland. Social Entrepreneurs Ireland is 100% privately funded through philanthropy from individual and corporate support and foundations. We are delighted to be supported in the development of an exciting new role that will build on the progress we have made in transforming our digital and data management capacity.

We are seeking a highly skilled and motivated Data, Insights and Research Manager to join our team and contribute to our mission-driven work. The successful candidate will play a pivotal role in enhancing our ability to measure and communicate our impact effectively. They will be responsible for developing and implementing data collection, analysis, and reporting processes. This work will enable evidence-based decision-making, drive continuous improvement and facilitate a deeper understanding of our programmes' outcomes. The ideal candidate will possess strong analytical acumen, a passion for social change, and a commitment to rigorous impact measurement. Reporting to the Digital Transformation Manager, the postholder will be part of the Operations Team.

### Key Responsibilities

**Impact Measurement Strategy:** Supporting the development and implementation of a comprehensive impact measurement strategy that aligns with our mission and strategic priorities. Collaborating with cross-functional teams to define key performance indicators (KPIs) and data collection methodologies.

**Data Collection and Management:** Overseeing the collection, validation, and organisation of data from various sources, including programme activities, beneficiaries, and external stakeholders. Implementing data management systems to ensure accuracy, completeness and compliance with data protection regulations.

**Quantitative and Qualitative Analysis:** Taking a lead role in the analysis of both quantitative and qualitative data to derive meaningful insights. Employing statistical techniques and data visualisation tools to present findings to internal and external stakeholders in an accessible manner.

**Impact Reporting:** Preparing regular and ad-hoc impact reports showcasing the outcomes and effectiveness of our programmes. Collaborating with our Communications and Development teams to incorporate impact data into grant proposals, donor communications and marketing materials.

**Research Initiatives:** Designing and conducting research projects as appropriate to better inform the strategic direction of the organisation.

**External Partnerships:** Collaborating with external partners, academic institutions, and research organisations to leverage expertise and resources for impact measurement and evaluation.

**Continuous Improvement:** Monitoring the effectiveness of impact measurement strategies and recommending enhancements as needed. Staying abreast of industry advancements and technological tools to improve data collection and analysis processes.

### Essential Criteria:

- Qualification in a relevant field.
- Proven experience in data analysis and research within the charity, nonprofit or comparable sectors.
- Proficiency in quantitative and qualitative data analysis tools. Strong engagement with technological developments including Artificial Intelligence.
- Experience in using data to measure and demonstrate impact.
- Highly IT literate, fully proficient in Microsoft 365 or similar.
- Strong understanding of systems integration for data collection and management.
- Skilled in data cleaning, transformation and reprocessing to ensure data quality and reliability.
- Excellent communication skills with the ability to distil complex data into clear, compelling narratives.
- Experience in stakeholder engagement.

### Desirable Criteria:

- Proficiency in CRM tools (e.g. Salesforce).
- Familiarity with data visualisation tools (e.g. Tableau, Power BI) is a plus.
- Experience in project management.

### More about Social Entrepreneurs Ireland

Our vision is **Accelerated social change through the power of people**. This is enabled through our mission that **We harness the cumulative power of people to accelerate social change**. We do this in two ways: We seek out people with unique insight and scalable ideas to solve social problems and we offer them a deeper level of support to grow their impact through our vibrant community of changemakers.

**This work is underpinned by our beliefs:**

- The potential of people to create change
- The power of human-first relationships
- The force of community to accelerate impact

**What we offer:**

- A culture that prioritises continuous learning, flexibility, and achieving meaningful impact.
- A competitive salary commensurate with experience.
- A mix of remote and in office work is fully supported. Staff attend a number of days in office each week and, given the nature of this role, it is expected that the successful applicant will be in the office for 2 to 3 days, depending on the work plan at any given time.
- 25 days annual leave.
- Social Entrepreneurs Ireland makes a 10% contribution to a designated pension scheme when you contribute 5% of your salary (effective after probation).
- Income protection scheme.
- Death in service benefit.
- Cycle to work scheme supported.
- Employee assistance programme including 24/7 phone support.

**How to Apply**

Please forward your Curriculum Vitae with cover letter to ***jointheteam@socialentrepreneurs.ie***. Your cover letter should detail what attracts you to the role and to Social Entrepreneurs Ireland and how your experience meets the essential and desirable criteria. The closing date for receipt of applications is 5.00pm on Monday 25th March 2024.

Queries can also be addressed in confidence to ***jointheteam@socialentrepreneurs.ie***.

Social Entrepreneurs Ireland is an equal opportunities employer. We believe that diversity is a strength in the workplace. We therefore welcome applications from suitably qualified candidates, irrespective of gender, disability, marital or parental status, racial, ethnic or social origin, colour, belief, religion or sexual orientation.