



**director of
data use for
sustainable
development**

About Development Initiatives

Development Initiatives (DI) is an independent international development organisation working on the use of data to drive poverty eradication and sustainable development.

Since DI was established in 1993 our expertise and passion has been rooted in the role data can play in development. We are focused on getting better data on poverty and vulnerability, so we know where need is greatest and whether efforts are working. We are dedicated to improving information about resources so that they can be targeted effectively – and we want to help others use data to improve decision-making and drive better results.

Our work focuses on three thematic areas:

- 1 Theme 1: Poverty – Measuring the progress of people out of poverty
- 2 Theme 2: Resources – Investments to end poverty and build resilience
- 3 Theme 3: Data Use – Data use and sustainable development

Data use for sustainable development

Our work in this area is about breaking down barriers to data use, improving data availability and usability, and helping people (particularly those working in the policy area) use data effectively to drive efforts to end poverty and build resilience. Therefore, in order for decision-makers and advocates to better understand poverty and the resources available to address it, they need better data. Our work under Theme 3 seeks to:

- Understand and remove the barriers to data use by creating and testing solutions and by driving behaviour change
- Collaborate across the open data community and harness drivers for data use.

We know that over the last decade, the importance of transparency and access to data has been widely recognised. We've been a key part of that movement and we must harness its momentum to ensure it reaches its full potential in contributing to the goal of ending poverty.

Read more about our role in improving the use of data [here](#).

Director of data use for sustainable development

Location: UK or US

Role content and purpose

The successful applicant will join our team of Directors with specific responsibility for overseeing our work on increasing use of data and evidence, both globally and in our focus countries (Kenya, Uganda and Nepal). This is a relatively new area of work in the development sector, with plenty of scope for innovation, and for expanding DI's portfolio of work in this area.

The postholder will report to the Executive Director and will be based in our offices in either Bristol (UK) or Washington DC (US).

Duties and responsibilities

- Lead the development and implementation of DI's data use strategy.
- Contribute to fundraising efforts to support this area of work.
- Work closely with our target stakeholders to support them to use data and evidence in their work.
- Maintain an overview of DI's existing data use projects, identify potential opportunities and develop new projects that support this theme.
- Lead research and learning in this area and contribute to publications that promote DI's work on data use.
- Continue to develop our reputation as a leading expert on data use, working closely with others in the open data community to promote the use of data by decision-makers at all levels in order to maximise impact on poverty.
- Develop and maintain relationships with priority stakeholders including funders, engagement targets and partners.
- Represent DI externally at international, regional and national events.
- Contribute to the development and implementation of DI's organisational strategy, the annual planning and budgeting process and quarterly reviews.
- Participate in Directors' meetings, play a leading role in organisation-wide meetings and present at Board meetings as required.
- Work with clients to deliver consultancy projects as required, including undertaking site visits for projects as necessary.

Management duties

- Ensure timely delivery of projects within the data use portfolio. Provide leadership, motivation and mentoring to staff.
- Line manage members of staff directly as required.

General responsibilities

- Be aware of and take personal responsibility for any health and safety issues and obligations.
- Uphold all aspects of company policies and procedures and legal requirements in relation to personal conduct.
- Prepare for and engage in one-to-one meetings and performance management appraisals.
- Maintain personal professional development and personal development plans.
- Be willing and committed to take on new work as required and to be proactive.

No job description or role profile can encompass all tasks and duties that may be required, and we will expect the postholder to carry out other duties and tasks from time to time that are broadly consistent with those in this document.

Person specification

Area		Essential/ desirable
Experience	<ul style="list-style-type: none"> <li data-bbox="483 427 1257 528">• Ten or more years of relevant professional experience in international development, open data organisations or government institutions <li data-bbox="483 551 1031 584">• At least five years of management experience <li data-bbox="483 607 1246 707">• Experienced in and passionate about promoting transparency and accountability for better development outcomes especially poverty eradication and increasing citizen participation <li data-bbox="483 730 1278 786">• Experience working with government functions on the production and use of evidence <li data-bbox="483 808 1246 864">• Experience working on open data efforts, and relevant networking among open data/governance-focused actors <li data-bbox="483 887 1182 987">• Experience of/exposure to developing and implementing programmes that increase the use of information by officials, parliamentarians, CSOs and the media <li data-bbox="483 1010 1222 1066">• Donor relations and reporting experience; existing contacts with donors working on open data, transparency and accountability <li data-bbox="483 1088 1222 1122">• Experience of working in a matrix or project-based environment 	<p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>D</p> <p>D</p> <p>D</p>
Skills and abilities	<ul style="list-style-type: none"> <li data-bbox="483 1167 1241 1267">• First-rate communication and presentation skills, including experience of working effectively across cultures and with diverse audiences, both verbally and in writing <li data-bbox="483 1290 1254 1346">• Outstanding analytical skills, with the ability to synthesise complex concepts in compelling presentations and proposals <li data-bbox="483 1368 1230 1424">• Ability to work under pressure yet deliver on time with attention to detail and accuracy <li data-bbox="483 1447 1158 1480">• Able to work independently as well as being a team player <li data-bbox="483 1503 951 1536">• Exceptional people management skills <li data-bbox="483 1559 1198 1615">• Project management skills, including experience of managing budgets 	<p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p>
Knowledge	<ul style="list-style-type: none"> <li data-bbox="483 1659 1193 1727">• Excellent understanding of data for sustainable development, especially data and statistics on financial flows and poverty <li data-bbox="483 1749 1246 1816">• Understanding of national statistical systems, civil registration and vital statistical data 	<p>E</p> <p>D</p>
Personal attributes	<ul style="list-style-type: none"> <li data-bbox="483 1850 1246 1917">• Strategic thinker, keen to achieve change for those at risk of being left behind <li data-bbox="483 1939 991 1973">• Strong affinity with our mission and values 	<p>E</p> <p>E</p>

Area	Essential/ desirable
<ul style="list-style-type: none"> Flexibility and willingness/ability to travel (including abroad) to support projects on the ground 	E

Contractual details

Start date:	November 2018
Location:	Bristol, UK or Washington DC, US
Salary:	£60,000–£65,000 depending on experience and location
Hours:	35 hours a week (UK and EA), 40 hours a week (US)
Probation:	3 months
Leave:	30 days pro rata, plus all bank/public holidays

Application details

Your CV (no more than two pages) and cover letter, which should detail your skills and evidence of experience and how it relates to the job description, should be emailed to: Connie Fitzgerald (Human Resources Officer) at HR@devinit.org, quoting reference: Director Data Use in the email subject line. Your letter should also include your salary expectations, notice period/available start date and where you saw the job advert.

- Closing date: 28 September 2018
- First interviews: 8 and 15 October 2018
- Second interviews: Date to be confirmed

Early applications are highly encouraged; we will be reviewing submissions as we receive them, in order to start the interview process as soon as possible.

Other

We welcome applications from all sections of the community.

We have a duty to prevent illegal working by checking potential employees' documents before employing them, to ensure they have the right to work in the country in which this post is based.

Evidence of right to work will be requested.

Development Initiatives is an equal opportunities employer and in line with our policies, we aim to ensure that no job applicant receives less favourable treatment on the grounds of race, colour, nationality, religion, ethnic or national origin, age, gender, marital status, sexual orientation or disability.

We find it helpful for all applicants to complete our Diversity Monitoring Form found on our website at: <http://devinit.org/working-with-us/vacancies/>

Working together

People are our greatest asset. You often hear it said, and at DI, it really is true. We acknowledge that we work in an environment where the pace is often fast, and we need our people to be able to respond swiftly and creatively to new situations and demands. The better our employees are, the more effective we will be, and for this reason, we work hard to create an environment that meets everyone's needs.

In line with our values (empowering, transparent, impartial, innovative, agile, quality), we aim for a culture of honesty and openness. We want to attract and retain talented people who share our vision. We also like to offer individuals the space to use their talents in an innovative working environment with colleagues who are passionate about our vision. We also offer:

	UK	US	East Africa
Informal work environment (e.g. casual dress)	✓	✓	✓
Pension scheme with 5% employer contribution	✓		✓
Flexible working arrangements (e.g. homeworking, flexitime)	✓	✓	✓
Healthcare scheme with employee assistance programme	✓		
Medical Insurance		✓	✓
Paid study leave and financial support	✓	✓	✓
Paid professional membership fees	✓	✓	✓
Buy/sell holiday scheme	✓	✓	✓
Cycle to work scheme	✓		
Childcare vouchers	✓		
Enhanced holiday entitlement, plus all bank and public holidays and discretionary paid time off at Christmas	✓	✓	✓
Up to five days' paid volunteering leave (addressing poverty/helping vulnerable people)	✓	✓	✓