



Analyst

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 founded in 1993 our expertise and passions have been rooted in the role data can play. There are enough resources in the world to consign extreme poverty to history, but without good data we do not have the information we need to drive sustainable development and ensure we reach those who are furthest behind.

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.

Read our latest [progress report](#).

“An indispensable tool that shines a light on progress”

DFID Senior Humanitarian Policy Advisor (about our Global Humanitarian Assistance Report 2017)

Analyst

Location: Bristol, UK

Role content and purpose

The role holder is responsible for delivering, supporting and contributing to high-profile flagship publications such as the *Global Nutrition Report (GNR)*, the GNR is an annual series that assesses progress in improving nutrition status across the globe, identifies obstacles to improvement, emphasises potential for action, and enhances nutrition accountability mechanisms. It is delivered by an Independent Expert Group (IEG) in collaboration with a large number of external partners and is guided by a high-level Stakeholder Group (SG).

The role involves developing quantitative and qualitative data into evidence and actionable information that can be used by key partners and audiences. It involves gathering and analysing data from multiple sources, and working with colleagues from the Data Science team to manage data in innovative and efficient ways.

The successful candidate will work closely with a Senior Data Analyst at Development Initiatives and a Data Scientist, together forming the core data team for the GNR. The team in turn will report to the Project Sponsor and Manager at Development Initiatives, as well as the co-chairs of the IEG.

Duties and responsibilities

Technical duties

- Conduct data collection and analysis, and produce statistical outputs on malnutrition and associated indicators
- Assist with data-checking processes and maintain various metadata
- Work with a variety of datasets to help maintain the GNR's nutrition database and regularly update with data released by various agencies and partners
- Prepare various data for the design process, including drafting charts and visualisations
- Prepare and transform data used for populating global, regional, sub-regional and country Nutrition Profiles, which include 80+ nutrition indicators
- Interpret data and communicate findings and messages for a range of audiences and formats (including presentations, briefs, reports and data blogs)
- Manage internal data organisation, processes and data checking
- Support DI's engagement and communications work, support links with research audiences and ensure that our research stays relevant to external debates

- Contribute to wider thematic work and consultancy projects as required
- Work closely with colleagues in the Research & Analysis team and other teams across DI, such as the Policy & Engagement and the Data Science teams

Business skills and responsibilities

- Provide technical assistance to senior managers where required
- Develop and maintain effective systems, ensuring these are consistent with DI's operational requirements and policies
- Assist with the management of contractor relationships
- Contribute at team meetings and provide updates as required

General responsibilities

- Be aware of and take personal responsibility for any health and safety 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 and when required and to be proactive

Person specification

Area		Essential/ desirable
Experience	<ul style="list-style-type: none"> Over^[BB1][CF2] a year's work experience of quantitatively oriented analysis on relevant issues 	E
	<ul style="list-style-type: none"> Experience working with statistical methods, data analysis, quantitative research and data visualisation 	E
	<ul style="list-style-type: none"> Experience designing and undertaking research to provide evidence and recommendations for specific policy questions 	D
	<ul style="list-style-type: none"> Experience of working in a developing country context 	D
	<ul style="list-style-type: none"> Experience of working in a matrix or project-based environment 	D
Skills and abilities	<ul style="list-style-type: none"> Excellent communication skills, including experience of working effectively with diverse audiences, both verbally and in writing 	E
	<ul style="list-style-type: none"> Ability to offer innovative ideas and solutions, and develop new ways to analyse and visualise data 	E
	<ul style="list-style-type: none"> Ability to work under pressure yet deliver on time with attention to detail and accuracy 	E
	<ul style="list-style-type: none"> Ability to work independently with minimal support as well as in a team environment. 	E
	<ul style="list-style-type: none"> Strong ability to communicate messages from data (for example in clear, easily understood visualisations) 	E
	<ul style="list-style-type: none"> Excellent written and spoken English, with the ability to present complex issues clearly for technical and non-specialist audiences 	E
	<ul style="list-style-type: none"> Ability to work in a second language 	D
Knowledge and technical competencies	<ul style="list-style-type: none"> An interest in the application of data in the field of international development and nutrition 	<u>E</u>
	<ul style="list-style-type: none"> Strong understanding of statistical and quantitative research techniques; ability to conduct high-quality research and analysis 	<u>E</u>
	<ul style="list-style-type: none"> Advanced knowledge of software used to manage and analyse data (e.g. Excel, Stata, R) 	<u>E</u>
	<ul style="list-style-type: none"> Familiarity with international development data 	<u>E</u>
	<ul style="list-style-type: none"> Understanding of, and interest in, the political economy of development finance and poverty, including key issues and players 	<u>D</u>
Education and Qualifications	<ul style="list-style-type: none"> Degree and postgraduate qualification in international development or economics (or a related discipline with substantial quantitative analytical component) 	E

Area		Essential/ desirable
Personal attributes	<ul style="list-style-type: none"> Enthusiastic and willing to learn and develop – both individually and as part of a team 	E
	<ul style="list-style-type: none"> Rigorous and very attentive to detail while designing and implementing analysis, performing calculations and checking data 	E

Contractual details

Start date:	Dependent on notice period (from June 2019)
Length:	Permanent
Location:	DI's Bristol Office at North Quay House, Quay Side, Bristol BS1 6FL
Salary:	£24,000 – £27,000 per annum, dependent on experience
Hours:	35 hours a week
Probation:	3 months
Leave:	25 days pro rata, plus all bank/public holidays

Application details

Your CV (no more than 3 pages) and covering 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 ref: **GNR Analyst** 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: 27 May 2019
- First interviews: June 2019
- Second interviews: to be scheduled if required

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	✓		
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)	✓	✓	✓