



Analyst

Bristol, UK

About Development Initiatives

Development Initiatives (DI) is a global organisation harnessing the power of data and evidence to end poverty, reduce inequality and increase resilience.

We deliver trusted and actionable insights for decision-makers and partners based on what available data can tell us. We increase data use by growing people's skills, expertise and confidence in data and showing how data can drive better outcomes. And we improve what data is available by helping others to collect, share, manage and use data responsibly and effectively.

Through this, we are supporting partners to:

1. Better respond to people's needs through improved quality and use of data and evidence in policymaking.
2. Improve the quantity, quality and coherence of public finance and private investment.
3. Challenge systemic and structural barriers to equity and support the reform of existing systems.

So our work informs effective policy and practice, helps change mindsets and influences debate to bring about the changes we want to see.

With staff in Kenya, Uganda, the UK and the US, and partners in many other regions and countries, we have networks to make an impact across the globe.

We undertake an exciting portfolio of grant-funded work and we offer consultancy services to those who share our aims and values.

Analyst

Role content and purpose

To provide rigorous analysis and evidence to support and inform Development Initiatives' (DI's) work on enhancing the use, usability and understanding of data, as well as our work on nutrition, food security and poverty.

The postholder will be responsible for delivering and supporting a variety of research and analytical outputs that sit across a range of DI's work. Their focus will primarily be on the areas of nutrition, food security and poverty; however, where required, they will also work in associated areas, such as development finance, humanitarian assistance, crises and vulnerability. This includes data-led research on crises, forced displacement and humanitarian needs, as well as the financial flows and instruments that address them. Their work will contribute to such high-profile flagship publications as the Global Nutrition Report, as well as thematic reports and consultancies for a range of multilateral, government and NGO clients.

The postholder will be required to assist with producing narrative content that will engage stakeholders and encourage them to use DI outputs to inform policy and operational decision-making. Under departmental supervision, the postholder will work on discrete research pieces, using qualitative and quantitative data. The role will involve working with the team in conceptualising research ideas, developing methodologically sound new research approaches and generating actionable evidence that can be used by key partners and audiences. The postholder will gather and analyse data from multiple sources, including UNICEF, the Food and Agriculture Organization (FAO), the Organisation for Economic Co-operation and Development (OECD) Development Assistance Committee (DAC), the World Bank, the International Monetary Fund (IMF), the International Aid Transparency Initiative (IATI) and the Financial Tracking Service (FTS).

The postholder will work within DI's Research & Analysis team.

Contractual details

Start date:	As soon as possible, depending on notice period
Length:	Permanent
Location:	DI's Global Hub in Bristol: First Floor Centre, The Quorum, Bond Street South, Bristol, BS1 3AE, UK
Salary:	£23,500–£27,800 per annum, depending on experience
Hours:	35 hours a week
Probation:	3 months
Leave:	25 days pro rata, plus all bank/public holidays

Duties and responsibilities

Technical duties

- Develop the organisation's work through quantitative and qualitative research on key areas, including nutrition, based on an understanding of the various international and regional actors involved in their funding and delivery.
- Contribute to wider thematic work and consultancy projects as required through analytical inputs.
- Extract and organise datasets from a variety of data sources (OECD DAC, World Bank, IMF, IATI, FTS etc.) in a variety of data formats (xls, json, xml etc.).
- Conduct quantitative and qualitative data analysis according to an established methodology.
- (After a reasonable time) take on responsibility for specific aspects of wider thematic research, while remaining conversant and engaged across all areas as required.
- Interpret data and provide narrative content on findings to report authors in the Research & Analysis team, feed into presentations or webinars run by the Policy & Engagement team, and inform press briefings and website content produced by the Communications team.
- Adhere to internal data management processes and data checking protocols and input into their ongoing review and development.
- Support links with research audiences and ensure that our research stays relevant to external debates.
- Contribute analysis outputs to wider thematic work and consultancy projects.
- Conduct external data collection of primary data through pre-designed surveys.

Business skills and responsibilities

- Provide technical assistance to senior managers where required.
- Contribute to the maintenance of data management systems, ensuring these are consistent with DI's operational requirements and policies.
- Contribute at team meetings and provide project updates 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 professional development and personal development plans.
- Be willing and committed to taking on new work as required and 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

Experience

Essential

- At least two years' work experience in an analytical capacity.

Desirable

- Experience designing and undertaking research to provide evidence and recommendations for specific policy questions.
- Experience working in a project-based environment.
- Evidenced skills in conducting systematic literature reviews on technical content, and the ability to draw upon secondary literature sources in written work.

Knowledge

Essential

- A strong understanding of quantitative research techniques and the ability to conduct high-quality research and analysis independently.
- Advanced knowledge of Microsoft Excel to manage and analyse data.

Desirable

- Prior understanding of the political economy of international development, including key issues and players.
- Ability to critically interrogate existing quantitative and/or qualitative research methodologies and design new ones.
- An understanding of the compilation of datasets and their analysis with programming languages such as R, Python, Stata etc. and the ability to automate data processing and analysis.
- A familiarity and interest in the Global Nutrition Report and nutrition data.

Skills and abilities

Essential

- Strong quantitative data analysis skills.

- Ability to communicate messages from data in writing, verbally and through clear presentation (for example, easily understood visualisations, infographics, charts etc.).
- Ability to communicate clearly and effectively in written and spoken English on analytical processes and project planning within the team.
- Ability to work under pressure and deliver on time, with attention to detail and accuracy.
- Ability to work independently with minimal support, as well as in a team environment.
- Ability and desire to read widely on development matters, summarise key emerging themes of interest and develop key research questions or hypotheses.

Desirable

- Ability to develop new ways to analyse and visualise data.
- Experience contributing to the presentation of data-based information and concepts, using a variety of presentational styles and tools (PowerPoint, webinars, blogs, etc.).
- Ability to work in a second language.

Education

Essential

- An undergraduate degree in any academic discipline with substantive focus on quantitative research methods.

Desirable

- An undergraduate or postgraduate degree in related social science (economics, international relations, development studies) with substantive focus on qualitative research methods.

Personal attributes

Essential

- Rigorous attention to detail while designing and implementing analysis, performing calculations and checking data in accordance with predefined quality assurance protocols and practices.
- A collaborative and proactive work ethic as part of a research team.

Application details

Your CV (no more than two pages) and covering letter, which should detail your skills and evidence of experience and how it relates to the job description, should be uploaded [here](#). Your letter should also include your salary expectations, notice period/available start date and where you saw the job advert.

Early applications are highly encouraged; we will be reviewing submissions as they arrive, and interviews will be held periodically. As we are recruiting on a rolling basis, we reserve the right to end recruitment without notice.

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.

We are unable to offer sponsorship for a work permit/visa application.

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” – it’s a well-used saying, but at Development Initiatives, 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, so it makes sense that the better our employees are, the more effective we will be. For this reason, we work hard to create an environment that meets everyone’s needs.

In line with our values (people-centred, purpose-driven and transparent), we aim for a culture of honesty and openness and 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.

	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)	√	√	√

Development Initiatives (DI) is a global organisation that applies the power of data and evidence to build sustainable solutions that create an equitable and resilient world.

We work closely with partners at global, regional, national and local levels to ensure data-driven evidence and analysis are used effectively in policy and practice to end poverty, reduce inequality and increase resilience.

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Contact

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To find out more about our work visit:

www.devinit.org
Twitter: @devinitorg
Email: info@devinit.org

Development Initiatives is the trading name of Development Initiatives Poverty Research Ltd, registered in England and Wales, Company No. 06368740, and DI International Ltd, registered in England and Wales, Company No. 5802543. Registered Office: First Floor Centre, The Quorum, Bond Street South, Bristol, BS1 3AE, UK.

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