

Impact Researcher and Facilitator: Job Description

Role: Impact Researcher and Facilitator

Location: Remote/Flexible/Homeworking (within the UK)

Salary: £ £29,000 - £32,000 (pro-rata, FTE) (with potential for performance related bonuses) as well as pension contribution.

Contract: Fixed Term Contract to the end of 2022 (with the potential to extend depending on business need and role performance).

Hours: 24-32 Hours/Week (0.6-0.8 FTE)

Annual Leave: 25 days (pro-rata)

About RES

The Rights Evaluation Studio (RES) provides evaluation services to help NGO's and charities to measure and demonstrate the results and impact of human rights projects and programmes internationally. RES is a small and growing team.

We use a set of core values to provide effective evaluation support – making sure our clients have the information they need to make realistic and practical improvements to their work:

- Evidence-based learning
- Rigorous data collection and analysis
- Transparency
- Inclusivity
- Creativity
- Practicality

We take a developmental, iterative and creative approach to our work in order to help human rights NGO's working in challenging and complex settings to tackle the complexities of evaluation and impact assessment in this sector.

Role Description

The Impact Researcher and Facilitator role is a new role at RES. The Impact Researcher and Facilitator will help be responsible for contributing to and delivering a range of qualitative research and evaluation projects. The vast majority of our MEL projects are qualitative in nature, and we are seeing an increase in appetite for facilitation work to support the delivery of learning workshops, trainings and reflection sessions. This role will be crucial for helping us to respond to this in order to provide a range of Monitoring, Evaluation and Learning (MEL) services to different human rights organisations around the world.

Evaluation projects (75%)

- Contributing to the design and development of research and evaluation projects
- Developing data collection tools (topic guides, questionnaires, surveys etc.)
- Conducting qualitative data collection using methods such as interviews, surveys, collecting stories etc.
- Undertaking qualitative data analysis and presentation of findings.
- Contributing to and assisting with drafting evaluation reports and deliverables.
- Helping to design interactive workshops to generate reflection and learning.
- Contributing to the design of MEL training resources and sessions.

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- Co-delivering/facilitating MEL training and learning sessions.
- Working with clients and the RES team to understand their needs and develop insightful and practical recommendations.
- Liaising with clients and organisations during the research and evaluation process.
- Ensuring projects are delivered on time, to budget, and to a high standard through careful project management, risk monitoring and communication with the wider team.
- Adhering to data protection laws and policies

RES Business Support (25%)

- Maintaining relationships with current and potential clients
- Identifying opportunities and developing proposals for new projects
- Contributing content and resources for RES's website and blog
- Contributing to the development of new services, tools and resources as RES grows and develops
- Providing other relevant assistance and support in line with the nature and level of the role

What We're Looking For

Essential Experience

- Experience with a range of qualitative-based research methodologies (interviews, focus groups etc.)
- Experience of developing qualitative research/evaluation projects at all stages of the research/evaluation process, including drafting reports and papers
- Experience of applying different monitoring and evaluation principles, approaches and theories
- Experience of working at or with NGO's and charities and an understanding of the challenges they face in assessing impact
- Experience of designing/delivering trainings, workshops or group discussions etc.
- A demonstrable interest in international human rights
- An understanding of the relevant data security and protection threats in relation to evaluation of human rights projects and how to mitigate them
- A Master's degree in social research (or similar) or equivalent professional experience

Essential skills and qualities

- Ability to analyse and synthesise large volumes of qualitative data with a keen eye for detail
- Ability to explore and discuss complex and potentially traumatic topics with care and sensitivity
- Strong facilitation skills
- A creative and critical thinker
- The ability to communicate effectively and sensitively with a broad range of organisations, individuals and partners
- The ability to work independently and remotely
- The ability to negotiate and manage expectations

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- Proven ability to draft, write and edit text, documents and reports with a specific target audience in mind
- Ability to work confidently with Microsoft Office programmes
- English language proficiency
- Right to work in the UK (and a UK resident)

Desirable

- Experience with methodologies such as outcomes harvesting, process tracing or outcomes mapping.
- A demonstrable interest in alternative approaches to traditional evaluation theories (e.g. feminist or decolonising approaches).
- Specialism/in-depth knowledge in a particular human rights issue (for example climate change, migration etc.) or geographic region.
- Proficiency in a language other than English
- An understanding of the human rights project/programme funding landscape

Working at RES

All RES staff are part-time to ensure the team maintain a good work-life balance and have time to recharge and explore other interests, hobbies etc. RES sometimes works on projects that involve engaging with materials relating to human rights abuses. Therefore, a commitment to maintaining a good work-life balance and prioritising well-being is essential for the team – we engage in regular weekly reflections and debriefs and offer a flexible work environment to support this.

The post-holder can work their hours flexibly, although 75% of hours must be completed within RES's core hours of weekdays 10am-4pm to be available for client facing meetings, research interviews or meetings with RES's team etc.

As RES is a small, but growing business, the team may be required on occasion to work overtime or out of normal business hours during busy periods in exchange for time off in lieu at a later date.