Versus Arthritis

Job description

Job title: Senior Insights Analyst

Reports to: Health Intelligence Manager

Department: UK Advocacy and Health Intelligence

Directorate: Chief Executive’s Office

Our vision

A future free from arthritis.

Our mission

We won’t rest until everyone with arthritis has access to the treatments and support they need to live the life they choose with real hope of a cure in the future.

To deliver our mission we invest in world class research, deliver high quality services and campaign on the issues that matter most to people with arthritis. We have developed an ambitious five-year strategy, complimented by our research strategy to help us achieve our vision and mission.

**Our values**

We are United, Compassionate, Inclusive and Brave in all that we do.

**The Chief Executive’s Office (CEO)**

The Chief Executive’s Office supports the work of the Chief Executive Officer (CEO) in leading the charity efficiently and effectively, as well as working with trustees, the Senior Leadership Team (SLT), staff and volunteers from across the charity.  The Chief Executive’s Office is also home to our UK Advocacy and Health Intelligence department who are responsible for leading UK strategy development and delivery across advocacy (policy, public affairs, campaigning) and health intelligence, working closely with colleagues in the Devolved Nations to ensure effective delivery of the strategy in each nation.

Job purpose

Develop and deliver robust quantitative research approaches to gathering insights from people with arthritis, to drive the charity’s advocacy agenda to deliver evidence-based impact for people with arthritis. Additionally, the role will provide expertise and support for insight generation across the organisation, managing processes for robust quality assurance.

Main duties

* To scope and deliver surveys to drive and support the strategic priorities of the UK Advocacy and Health Intelligence Department, including development of recruitment strategy, questionnaire design, statistical analysis and interpretation, data visualisation and communication of findings.
* To support the scoping and development of projects, proactively identify, review and evaluate relevant literature to establish existing research and knowledge gaps.
* To manage the commissioning of services from external providers to support the development of insights as necessary (e.g. for survey recruitment, data collection); including developing the scope for tender and the management of the contract once awarded.
* Lead the effective internal communication of insights generated from surveys to support consistent understanding and evidence-based action across the charity.
* In collaboration with the wider UK Advocacy and Health Intelligence department and Marketing and Communications to develop effective and impactful external outputs using these insights.
* To provide technical expertise, advice and guidance for insights generation projects across the wider organisation.
* To work cross-organisationally to manage and embed appropriate quality assurance and governance of research undertaken or commissioned across the charity.
* To embrace, embed and deliver the organisational values, commitments, and culture throughout all activity.
* To ensure all designated training is completed and all activity is delivered in line with organisational policy and practice.
* To embrace a safeguarding culture where everyone has responsibility for the safeguarding and wellbeing of vulnerable adults and children.
* To undertake any other duties as appropriate to the role and organisational requirements.

Key stakeholders and relationships (internal/external)

* UK Advocacy and Health Intelligence department colleagues.
* Improvement and Impact team.
* Digital and Data Development.
* Income and Engagement and Services and Devolved Nations directorates, supporting insights work.
* Brand and Marketing and Communications teams.

End of job description. Person specification on following page.

Versus Arthritis

Person specification

Experience and knowledge

* Experience and in-depth knowledge of survey design, delivery and analysis in a health-related field.
* Demonstrable experience in leading a survey project from start to finish, including the design and interpretation of surveys to deliver against a specific goal, including the development of outputs to communicate findings.
* Experience in embedding robust quality assurance and data governance processes into analytical projects.

Qualifications and professional memberships

* Educated to Masters level in a relevant field and/or can consistently demonstrate equivalent expertise in the methodology and interpretation of survey-based research.

Skills

* Skilled in the statistical analysis of survey data, with experience in the use of statistical software for analysis and data visualisation, with the capacity to learn new software if required (e.g. statistical software for data science, R, STATA, SPSS, PowerBI).
* Excellent written communication skills, to be able to structure research findings and communicate insights clearly and effectively to a range of audiences and in a range of formats (e.g. briefing documents, branded reports, data visualisations).
* Ability to proactively identify, review and evaluate relevant research literature, to shape the scope of projects and inform the approach and methods used.
* Ability to work collaboratively and flexibly; with the ability to understand requirements from teams with varied expertise and understanding and provide technical expertise, translating these requirements into deliverable and impactful insight-generating surveys.

Desirable experience, knowledge and skills

* Educated to Doctor of Philosophy (PhD) level in a relevant field and/or can consistently demonstrate equivalent expertise in the methodology and interpretation of survey-based research.
* Experience of working with people with long term conditions and/or understanding of arthritis and related conditions
* Experience in delivering qualitative research projects
* Experience in procuring and managing the delivery of projects from external partners.
* Experience in using PowerBI.

Criminal Record Check

Versus Arthritis is committed to keeping children, young people and vulnerable adults safe from harm. We will undertake safer recruitment practices and relevant checks applicable for the role.

This role DOES NOT require a Criminal Record check.

End of person specification.