

Head of Evaluation & Impact

Job description

Together we are help and hope for everyone living with dementia



Who we are

Dementia is the biggest health and social challenge of our time.

There are currently estimated to be 900,000 people in the UK with dementia. Many are undiagnosed and facing the realities of their condition alone.

At Alzheimer's Society we're working towards a world where dementia no longer devastates lives. We do this by giving help to those living with dementia today and providing hope for the future.

We're here for everyone living with dementia.

As a Society, we are made up of people with dementia, carers, trusted experts, campaigners, researchers and clinicians. We are the UK's largest collective force of people with unparalleled knowledge and over 40 years of experience addressing the biggest challenges facing people living with dementia.

Together we are help and hope for everyone living with dementia.

Our values

Our values tell everyone who we are as an organisation. Our values make sure that our focus is clear for the challenges and opportunities ahead and remind us what we all stand for. Our values are evident in everything we do, how we do it and how we work together.

These are not just words on a wall, we live these every day in all our work. We are Determined to make a difference when and where it matters most, by being passionate, focussed and making a lasting impact for people affected by dementia.



Determined to make a difference

We're passionate, we're focused and we make a lasting impact for everyone living with dementia.



Trusted expert

We're listening, we're learning and we use experience and evidence.



Better together

We're open, we combine our strengths and we achieve more together.



Compassionate

We're kind, we're honest and we don't shy away from challenges.

Through our values we will make the greatest difference for people affected by dementia. Whether you are someone living with dementia, a family member or carer, a supporter, a donor, a colleague from another organisation, an employee or a volunteer, these four values will shape your experience with Alzheimer's Society.

Head of Evaluation & Impact

Position in the Organisation

Reports to the Associate Director of Strategy, Planning and Performance
Member of our Evaluation and Impact Team
Part of our CEO directorate.

Purpose of this Role

We are here for anyone affected by dementia to help them navigate some of the hardest and most frightening times of their lives.

We are advisors, supporters, fundraisers, researchers, influencers, communicators, technical specialist and so much more. We are volunteers, we are employees, and together we are here to make a difference to the lives of people living with dementia and their carers.

This role will ensure we understand the impact we want to have, integrate that into our activity and planning and are able to evaluate whether we have achieved that impact.

We are looking for someone who exemplifies our values, someone who is: Determined to make a difference when and where it matters most. A Trusted Expert who believes in working Better Together and demonstrates true Compassion.

Key Accountabilities and Responsibilities

- Accountable for delivering evidence-based impact assessments across the organisation, either directly or by collaborating with teams to enhance their capacity to assess and deliver impact using a variety of tools and techniques.
- Collaborating with key internal stakeholders to understand how evidence of impact and outcomes will be applied, ensuring the Evaluation Team's outputs align with these needs and requirements.
- Accountable for updating and embedding our organisational theory of change across all relevant teams, and providing the frameworks needed to ensure that decision-making is 'impact informed'.
- Empowering teams with the necessary skills, tools, and frameworks to credibly demonstrate our strategic impact.
- Accountable for building an understanding of impact assessment into our innovation activities, enabling teams to test, learn, and proceed with a clear understanding of what drives the most significant impact.
- Supporting teams in developing strong corporate narratives around the impact we aim to achieve and how we are achieving it, tailored to the needs of diverse stakeholders.
- Ensuring that the voices of people living with and affected by dementia are meaningfully included in all aspects of evaluation work.
- Collaborating with the Planning and Performance team to incorporate impact evaluation into our corporate reporting.
- Leading a high-performing, inclusive, and diverse Evaluation and Impact team, committed to excellence.
- Ensuring all team efforts are grounded in principles of equality and inclusion, highlighting the impact of health inequalities in our work.

We are looking for someone who can...

- Build strong working relationship with your peers and a wider network of colleagues built on trust, honesty, professionalism and wise compassion.
- Ensure your work is fully compliant with any regulatory standards that govern it and that you comply with the Society's assurance frameworks around its governance.
- Adhere to all the Society's service standards, policies and procedures.
- Comply with the data protection regulations, ensuring that information on clients remains confidential.
- Be responsible for personal learning and development, to support the learning and development of others and the whole organisation.
- Work in a manner that facilitates inclusion, particularly of people with dementia.
- Implement the Society's health and safety policy and procedures, ensuring that all practices and procedures are undertaken in accordance with a healthy and safe working environment and that all staff and volunteers for whom you may be responsible are aware of their responsibilities in respect of their role, monitoring data and recommending action as required.
- Administrate and organise own work to ensure that it is accurate and meets quality targets, reasonable deadlines, and reporting requirements.
- Follow the Society's management information guidelines and requirements, including ensuring appropriate monthly measures on service usage levels are collected and submitted on the services database or other systems in accordance with deadlines.

Person Specification and Selection Criteria

Skills & Knowledge	Essential (E) or Desirable (D)	Application (A) or Interview (I)
Proven track record of defining, measuring and reporting impact in equivalent sized charity	E	A/I
Influencing skills at a corporate level to collaboratively build an organisational capability in understanding and using impact	E	A/I
Excellent understanding of how to describe and communicate impact in a variety of formats. Bringing it to life and making it relevant for audiences and stakeholders	E	A/I
Team leadership and development skills	E	A/I
Experience in using impact at all levels in the organisation and beyond, particularly in strategic and operational planning and evaluation.	E	A/I
Significant knowledge of health inequalities and EDI and how they impact in evaluation and impact measurement.	D	A/I

Competencies & Personal Attributes	Essential (E) or Desirable (D)	Application (A) or Interview (I)
A collaborative leader, confident in supporting colleagues, and who knows when to ask for help themselves.	E	A/I
Be a self-starter and highly motivated, but able to temper their own ambition to the pace and capacity to the wider organisation.	E	A/I
Ability to develop a brief through a client led approach. Use coaching and positive enquiry techniques to help establish clarity of requirements, what good will look like and absolute clarity on the RACI of each project.	E	A/I
Ability to coach and develop others as well as deliver directly, to mutually agreed timescales.	E	A/I
Ability through outstanding communication to influence others, to explain complex processes and information in a range of appropriate methods (written, verbal, etc) that engages the audience and confirms understanding.	E	A/I
Commitment to and understanding of equal opportunities and confidence to be an ally, driving a highly inclusive environment.	E	A/I

Understanding of the inclusion and health inequalities agenda and its relevance within a diverse society	E	A/I
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Essential requirements are those, without which, the post holder would not be able to fulfil the responsibilities of the role.

Desirable requirements are those which would be useful for the post holder to possess and will be considered when more than one applicant meets the essential requirements.

Our benefits



Financial Security

- Group Personal Pensions Plan with Scottish Widows - with up to 8% employer contribution rate
- Life Assurance Scheme - two times your annual salary
- Society Plus and Smart Spending App - giving you unbeatable savings at hundreds of retailers
- Bike Loan Scheme
- Season Ticket Loan Scheme



Health & Wellbeing

- BUPA Healthcare Plan
- 24/7 Employee Assistance Programme including online and face to face counselling
- Discounted Gym Membership with Society Plus
- Lived Experience Networks
- Wellbeing Events
- Bike Loan Scheme



Personal Development

- Apprenticeships
- Women in Leadership development programme
- Leadership development programme
- Early career researchers
- Financial support towards relevant professional qualifications
- Study leave



Family & Dependants

- Paid time off work for fertility treatment
- Paid time off work to support those transitioning
- Enhanced family leave – 16 weeks paid leave for all eligible parents
- Paid compassionate time off work and bereavement leave
- Paid time off work for dependants



Recognition

- Annual people awards evening
- Long service awards
- Thank you eCards
- Values Hero and Society Legend Awards



Work Life Balance

- Starting at 27 days annual leave plus bank holidays (pro-rata)
- Career breaks
- Flexible working