

Impact Analyst

Job description

Together we are help and hope for everyone living with dementia



Who we are

Dementia is the UK's biggest killer. One in three people born in the UK today will develop dementia in their lifetime.

At Alzheimer's Society, we're the UK's leading dementia charity and the only one to tackle all aspects of dementia by giving help and hope to people living with dementia today and in the future. We give vital support to people facing the most frightening times of their lives, while also funding groundbreaking research and campaigning to make dementia the priority it should be.

Together with our supporters, we're working towards a world where dementia no longer devastates lives.

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 of 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.

Impact Analyst

Position in the organisation

Reports to the Head of Evaluation & Impact.

Member of our Evaluation & Impact team.

Part of our Strategy, Planning & Performance directorate.

Purpose of this role

At Alzheimer's Society 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 with dementia and their carers.

The Impact & Evaluation Team has been evolving and positioning itself more strategically in the organisation. The team is fundamental in ensuring that the Alzheimer's Society is seen as a trusted partner in delivering strategic & impactful activity for individuals & in systems locally & nationally. The team does this by undertaking activity that enables, evidences or informs impact, acting as a strategic partner to colleagues across the organisation.

Our Impact Analyst reports to the Head of Evaluation & Impact and is responsible for delivering relevant monitoring/analytical activity as experts in this field. This is a new role & new function for the organisation. Therefore, the post holder will need to have a proactive & solutions-focused approach, working with the wider team to setup this new function and demonstrate the value of bringing in this capability. The Impact Analyst will need to understand the breadth of impact activity, as well as relevant audiences in the charity sector, to target their activity appropriately. They will also need to be effective at collaborating with colleagues across the organisation, in particular in Quality & Insight and Data Teams, as well as with other members of the Impact Team.

Projects for Impact Analysts are likely to include: leading the design of our new shared impact activity measurement frameworks, and accompanying tools for measuring outcomes & impact across service delivery, policy & influencing and research; designing more 'local' measurement frameworks, tools and approaches (accounting for the overarching shared measurement framework), generating & analysing data relevant to impact; embedding the design of outcomes & impact measurement in an understanding of data that is of most interest to external stakeholders/partners (ideally with an understanding of the use of data for ROI); gathering & analysing external data from established sources, supporting Alzheimer's Society to contextualise internal data (e.g. in relation to prevalence, diagnosis rates, demographics), including through a place-based lens; exploring & analysing data on CRS to establish new insight, leading with curiosity and with good strategic understanding; designing dashboards and other data visualisations to better showcase our 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

- Supporting the Head of Impact & Evaluation to ensure that this new function is effectively mobilised, appropriately resourced & well-supported.
- Working with the Head of to identify opportunities to undertake strategically relevant activity, through the lens of monitoring & analytics, and proactively introducing new projects as needed.
- Ensuring that projects are delivered on time, to an excellent standard, and that all stakeholders are well informed.
- Acting as technical expert for monitoring & analytics in the role of impact, able to provide information, advice and guidance as required.
- Understanding of the design of Logic Models & Theories of Change.
- Leading the design of our new shared impact activity measurement frameworks, and accompanying tools for measuring outcomes & impact across service delivery, policy & influencing and research.
- Designing more 'local' measurement frameworks, tools and approaches (accounting for the overarching shared measurement framework), generating & analysing data relevant to impact.
- Embedding the design of outcomes & impact measurement in an understanding of data that is of most interest to external stakeholders/partners (ideally with an understanding of the use of data for ROI).
- Understanding (and ideally experience) of ROI methodologies, and the role of robust data in this.
- Gathering & analysing external data from established sources, supporting Alzheimer's Society to contextualise internal data (e.g. in relation to prevalence, diagnosis rates, demographics), including through a place-based lens.
- Exploring & analysing data on CRS to establish new insight, leading with curiosity and with good strategic understanding.
- As a confident communicator & expert in data visualisation, using a range of data generated through monitoring & analytics to support our strategic impact.
- Ensuring that the organisation is equipped with the approaches, tools & ultimately, data & insight, to ensure that we are informed, assured and able to influence.
- Contributing to the positioning of the team as a strategic partner and trusted experts.
- Working cross-organisationally to ensure engagement with stakeholders who are integral to delivery of the work of the team – such as Q&I and Data teams.
- Collaborating with the Evaluation function (within the Impact & Evaluation Team) to strengthen the team and our outputs.

We are looking for someone who can...

- 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	Application (A) or Interview (I)
Project management	A/I
Proactive and solutions-focused approach	A/I
Experience with TOC/Logic Models and designing Measurement Frameworks	A/I
Experience with ROI methodologies	A/I
Experience in the design and embedding of tools and approaches to collect data for outcomes and impact	A/I
Experience with health and social care – understanding of data relevant to stakeholders and commissioners in this field	A/I
Extensive experience in data analysis and visualisation	A/I
Experience with CRS/CRMs	A/I

Experience with analysing external datasets and sources	A/I
Experience in analysis through a place-based lens	A/I
Delivery of IAG in a technical subject, to a range of audiences (including non-technical)	A/I
Good collaborator, who is able to offer appropriate support and challenge	A/I
Foundational understanding and application of GDPR and ethical standards	A/I

Competencies & personal attributes	Application (A) or interview (I)
Be a team player, supporting colleagues when there are deadlines, and who knows when to ask for help themselves.	A/I
Be a self-starter and incredibly motivated.	A/I
Excellent organisational and timekeeping skills.	A/I
Excellent attention to detail.	A/I
Non-judgemental communication	A/I
Commitment to and understanding of equal opportunities	A/I
Understanding of the inclusion agenda and its relevance within a diverse society	A/I

Our benefits



Financial Security

- Group Personal Pension 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



Health & Wellbeing

- Health Cash Plan
- 24/7 Employee Assistance Programme including online and face to face counselling
- Discounted gym membership with Society Plus
- Lived Experience Networks
- Mental health app and unlimited therapy



Personal Development

- Apprenticeships
- Women in Leadership development programme
- Leadership development programme
- Financial support towards relevant professional qualifications



Family & Dependents

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



Recognition

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



Work Life Balance

- Annual leave of 27 days increasing to 30, plus bank holidays
- Career breaks of up to 3 months
- Flexible working
- Wellbeing leave