

Job Description: Research & Evaluation Manager

LOCATION: London office

TERM: Full Time: 37.5 Hours per week (UK)

REPORTING TO: Head of Research & Evaluation

DEADLINE FOR APPLICATION: 10am UK time, Monday 29th November 2021

About the Freedom Fund

The Freedom Fund (www.freedomfund.org) is a leader in the global movement to end modern slavery. The Freedom Fund works to combat many different forms of extreme exploitation, including forced labour, sex trafficking, forced marriage, and the worst forms of child labour. It:

- **invests** in those countries and sectors with the greatest incidence of modern slavery.
- **analyses** which interventions work best and **shares** that knowledge.
- **brings together** a community of activists committed to ending extreme exploitation and empowered by the knowledge of how best to do so.
- **generates** funding by demonstrating how effective interventions can protect those at risk of being exploited and free those in situations of exploitation.

In its first seven years, the Freedom Fund has supported over 140 organisations in Bangladesh, Brazil, Ethiopia, Indonesia, India, Myanmar, Nepal and Thailand. Many of these are grassroots NGOs working in communities affected by slavery, and collectively they have had a direct positive impact on over 1 million vulnerable people.

The Fund supports interventions at the community level and also seeks to change broader systems, including weak government policy and enforcement, irresponsible business practices and harmful social norms. We seek to build civil society coalitions and foster social movements to help drive change from the bottom up, while also working internationally to influence the global systems that allow slavery to persist. The Fund has built a reputation for excellence and is backed by a diverse group of donors.

About the position

The Research & Evaluation Manager is an exciting role for someone looking to apply their outstanding analytical skills to tackle the issue of modern slavery. The successful candidate will support the Freedom Fund's work to measure the impact of its investments in countries with the highest incidence of slavery, and will drive the Fund's support for research, evaluation, and knowledge-sharing across the broader anti-slavery community.

This post will report to the Head of Research & Evaluation and work closely with Freedom Fund colleagues at all levels, as well as with civil society organisations and academic partners around the world. The Research & Evaluation team is based in our London office, the Freedom Fund also has offices in New York and Addis Ababa. When covid-19 restrictions are lifted and safe to do so, this post will also require some international travel.

Responsibilities

- Deliver a portfolio of research and evaluation projects being implemented in Bangladesh, India, Nepal, Thailand and Indonesia, the majority of which have been commissioned and are led by external Principal Investigators with in-country teams. Manage the performance of research partners and subcontractors to ensure timely and high-quality deliverables that are useful for informing programmatic and policy decisions.
- Collaborate with researchers across a wide spectrum—from grassroots organisations to world-leading universities—to develop robust quantitative and qualitative methods to measure modern slavery and assess program performance. From time to time, perform secondary analysis of data and document findings via written reports and presentations.
- Work closely with Finance and Administration colleagues to prepare legal agreements, monitor budgets and financial payments, review progress reports and prepare donor reports to demonstrate the transparent use of research funds.
- Help Freedom Fund colleagues interpret and learn from the latest research by the Freedom Fund and others, in order to ensure that our work is informed by emerging evidence and best practices from across the anti-slavery movement.
- Support the monitoring & evaluation of Freedom Fund's hotspot programs, ensuring adherence to the Freedom Fund's framework (freedomfund.org/programs/monitoring-evaluation/).
- Provide training and technical guidance to frontline organisations that we fund, to help advance their knowledge of M&E principles and improve overall data quality and timeliness.

Qualifications and experience

Essential

- At least four years of experience delivering research projects. Direct experience with designing research protocols, managing data collection, performing data analysis and drafting research reports.
- Proven project management skills, being highly self-organised as well as the ability to oversee the work of research partners and sub-contractors.
- Strong quantitative and data analysis skills, advanced proficiency with Excel and preferably intermediate proficiency with R or Stata. Familiarity with statistical concepts, sampling approaches and interpretation of results.
- Understanding of qualitative research, particularly studies that involve sensitive topics and/or collaborations with vulnerable and hard-to-reach populations.
- Outstanding written and verbal communications skills in English, ability to use 'plain English' in explaining complex concepts and to present information in succinct and visually compelling ways.
- University degree (bachelors or higher level) in economics, statistics, demography, epidemiology, social science or other related fields.
- Strong interpersonal skills and cross-cultural awareness, ability to work effectively with academic experts, institutional and private donors, and frontline civil society organisations in remote locations.
- Willingness to work flexibly to accommodate colleagues working in multiple locations and time zones.

Desirable

- Experience conducting research or managing data collection in an international context.
- Experience working with vulnerable populations or in low-income communities.
- Understanding of the constraints within which grassroots civil society organisations operate and experience providing monitoring and evaluation support to these organisations.
- Language proficiency in Hindi would be viewed favourably.

Compensation

- £43,000 to £46,000 per annum, commensurate with experience. Plus 10% non-contributory pension scheme.
- 25 days vacation per annum, plus UK public holidays.
- Season ticket loan and cycle scheme available.

Application procedure

Applications should be submitted in English and include a CV, cover letter (maximum one page) and contact details of two professional referees, one of which must be the applicant's current / most recent line manager or current / most recent Head of HR. Referees will not be contacted until final stages of the recruitment process and we will notify the applicant beforehand.

Applicants must be entitled to work in the UK without work permit sponsorship by the Freedom Fund.

Please send applications by email in PDF format to jobs@freedomfund.org and use 'Research & Evaluation Manager' in the email subject line. **Deadline for application is 10am UK time, Monday 29th November 2021.** Please note that only candidates selected for further consideration will be contacted. No phone calls please. No agencies please.

The Freedom Fund is an equal opportunities employer. In line with our values of respect, agility and excellence, we value the strength of a diverse workforce and encourage applications from people with disabilities, Black, Asian or Minority Ethnic (BAME) backgrounds, LGBT+ and from different socioeconomic backgrounds.

The Freedom Fund is committed to the importance of meaningful survivor inclusion and leadership. As such, particular consideration will be given to applicants with lived experience of trafficking and/or forms of modern slavery.

The Freedom Fund prioritises Safeguarding. As part of our commitment to the protection of children and vulnerable people in our work, any offer of employment with the Freedom Fund will be subject to satisfactory pre-employment checks to ensure we recruit only those who are suitable to work with children and vulnerable persons. These checks include Disclosure and Barring Service and/or International Criminal Records Checks, satisfactory references, proof of eligibility to work in the national location of this role and checks against the Office of Foreign Assets Control data list (OFAC) which highlights any connections to terrorism or trafficking. Any offer of employment or consultancy with The Freedom Fund will only be made following both successful background checks being conducted on the applicant and upon receipt of satisfactory pre-employment checks by former employers. Such checks may be updated periodically during the course of the period of employment or consultancy. By submitting a formal application, you agree to the Freedom Fund carrying out these checks.