



The Youth Endowment Fund

Senior Evaluation Manager Temporary (Maternity cover)

Reports to: Assistant Director of Evaluation

Salary: £43,245 - £47,800 (pro-rated)

Location: Central London/ Remote (expectation of at least 1 day per week in the office)

Start date: December 2021

Contract length: 9-12 months (Maternity Cover)

Application deadline: Sunday 26th September 2021 (23:59)

[Please note the deadline has been extended from the original 13th September date].

About the Youth Endowment Fund

We're here to prevent children and young people becoming involved in violence. We do this by finding out what works and building a movement to put this knowledge into practice.

In recent years violent crime has risen significantly. Homicides, assaults, robberies and offences involving weapons have all seen sustained growth. We have also seen large increases in violent crime involving children and young people. This is a tragedy. Every child captured in these numbers is an important member of our community and society has a duty to protect them.

The Youth Endowment Fund (YEF) is a charity with a £200m endowment and a mission that matters. We exist to prevent children and young people becoming involved in violence. We do this by funding great initiatives, finding what works and working to scale them up and spread great ideas.

The evaluation team designs and implements the processes to make a detailed assessment of the evidence of each application to the fund's multiple annual



funding rounds and to assess, appoint, monitor and quality assure complex and rigorous impact evaluations from experts in the field. The Senior Evaluation Manager will play a key role supporting the Assistant Director of Evaluation to lead elements of evaluation work. The post holder will also lead a team of two evaluation managers, ensuring they have the support to deliver a portfolio of evaluation projects.

Key responsibilities

The core of your job is to ensure that we evaluate excellently so that we can find out the very best ways to prevent young people and children from becoming involved in violence.

Evaluation

Working with the Assistant Director of Evaluation, the post holder will:

- Implement the processes for assessing the quality of evidence underpinning applications to the fund and making funding recommendations to the Grants Committee.
- Shape the evaluation approach for individual grant rounds, including leading on this for a small number of rounds.
- Provide technical expertise on evaluation to the team and lead on the development of YEF's thinking on one or more areas of evaluation
- Lead the delivery of YEF's evaluation work, designing, commissioning and managing complex and largescale evaluations
- Be responsible for YEF's evaluation policies and reporting templates, ensuring they remain consistent and fit for purpose
- Be responsible for the ongoing development of YEF's commissioning guidance.

Team Management

The post holder will lead the recruitment, management and development of a team of evaluation officers and will:

- Ensure they have the knowledge, skills and support to carry out their work effectively
- Provide regular feedback and coaching on written outputs
- Supervise and project manage the team's evaluation work, providing quality assurance and monitoring of progress against project plans and project budgets

Collaborative working

The post holder will contribute to the wider YEF team and will:

- Be accountable to YEF's Fund Leadership Team for the delivery of evaluations, on time and on budget, including reporting on risks and issues
- Work closely with colleagues across YEF and specifically the Programme Team.
- Ensure high quality evidence is at the heart of all YEF activity and that the evidence we produce is communicated in a clear and accessible way which will drive sustainable change
- Support the management of YEF's panel of evaluators and expert panel

General

The post holder may be involved in other elements of YEF's projects, working with senior colleagues to commission, scope and deliver projects.

About you

You are this sort of person:

- ***You are an excellent communicator.*** You can produce technical documents that accurately report methodological and statistical information. You will combine this with experience of communicating complex evidence and analysis in a simple and accessible format to non-experts.
- ***You have a post-graduate degree (Masters or PhD)*** in social science, social policy, public health, health services or other field, with a significant quantitative component, or relevant experience equivalent to a Masters qualification
- You have significant experience in carrying out or commissioning research in academia, government or a related sector
- You have previous experience of managing, developing and motivating staff teams

- You have experience of commissioning research, including designing all aspects of the research and managing external contractors
- You have strong knowledge, experience and technical expertise in evaluation methodologies including the ability to critically appraise the design of a variety of different evaluation designs
- You have experience in dealing with senior academics and other research experts
- You have excellent project and time management skills and the ability to deliver high-quality work in a fast-paced environment
- You have strong written and verbal communication skills, with experience and interest in communicating research to a variety of non-expert audiences

You may have, but they are not essential:

- You have a PhD in an area relevant to YEF's work such as social science, social policy, public health, health services or other field, with a significant quantitative component, or relevant experience equivalent to a Masters qualification.
- You have quantitative analysis skills including experience of using advanced analytical software such as R, Stata or SPSS
- You have good knowledge and understanding of crime, serious violence or other relevant areas.

While it is not a criterion, we are especially interested to hear from applicants who have lived experience of youth violence.

It is also important to us that the people we hire do not discriminate. We believe in being inclusive and giving everyone an equal chance to succeed. Applications are welcome from all regardless of age, sex, gender identity, disability, marriage or civil partnership, pregnancy and maternity, religion or belief, race, sexual orientation, transgender status or social economic background.

To apply

To apply, please send a CV, cover letter and the monitoring form via [our application page](#) by **23:59 Sunday 26th September 2021**.

<https://youthendowmentfund.applytojob.com/apply/lyRgYlvCAU/Senior-Evaluation-Manager-Temporary-Cover>



You should also include the contact details of two referees, one of whom must be your current or most recent employer. Referees will only be approached with your express permission.

You will also be required to provide proof of your eligibility to work in the UK. As part of our commitment to flexible working, we will consider a range of options for the successful applicant. All options can be discussed at interview stage.

Interviews will take place from the week commencing 13th September 2021.

Your personal data will be shared for the purposes of the recruitment exercise. This includes our HR team, interviewers (who may include other partners in the project and independent advisors), relevant team managers and our IT service provider if access to the data is necessary for performance of their roles. We do not share your data with other third parties, unless your application for employment is successful and we make you an offer of employment. We will then share your data with former employers to obtain references for you. We do not transfer your data outside the European Economic Area.