



Job Title: Data and Insights Manager

Reporting Lines: Senior Learning and Insights Manager

Location: Purposeful Productions, 2 Lewis Drive, Hill Station, Freetown, with regular visits to the Provinces

Contract: 16 Months - Fixed Contract (Subject to Probationary Period)

WHO WE ARE:

“Remaking the world with and for girls”

Purposeful is a movement-building hub for adolescent girls. We amplify girls’ voices, resource their resistance, build solidarity between and across girls’ movements, catalyse collaborative philanthropy and support innovation in grassroots programming with and for girls.

Our work is both global and deeply local. In Sierra Leone, we bring our work together into one integrated strategy, sparking a groundswell of girls who can access and imagine new possibilities for themselves and their communities. Across the world we support girls’ organising and activism through a girl-led participatory grant-making process called the With and For Girls Awards. No matter where we are, we work so that girls and their allies can access the resources, networks and platforms they need to remake the world for themselves.

Purposeful is a proudly feminist organisation, with a strong intersectional power analysis. We pursue strategies that prioritise the collective liberation of girls. We are looking for team members who share our feminist ideals.

We believe the best work happens in dialogue, and we value collective decision-making. We believe in celebrating success, amongst staff and partners alike. We are looking for team members with a deep commitment to collaborative working, and who bring a sense of joy and humour to what can be challenging work.

We pride ourselves on our diversity, the multiple languages we speak and places we live. We are all parents or have other caring responsibilities. We prioritise work-life balance, many of us

have other projects and passions outside of Purposeful. As a team we prioritise opportunities for learning, sharing, and embedding different worldviews. We are looking for team members who thrive in diverse and cross-cultural contexts, and who bring passion, creativity and a thirst for learning to their work.

We are our partnerships. We are most proud of the shared vision we have built with our partners - rooted in mutuality, trust, and collaboration. After years of informal and formal support to the Sierra Leone Adolescent Girls Network, we are proud to be part of a growing ecosystem of organisations working with and for girls. We are looking for team members who will work tirelessly to rebalance power disparities in funder-partner relationships, acting as responsible stewards of resources of and for our movements.

CONTEXT OF THIS ROLE:

Purposeful currently provides financial resources in the form of grants and awards to girls and their allies fighting on the front lines of oppression. We support a host of grassroots partners, many girl-led, unregistered or receiving formal funding for the very first time. We redistribute resources to girls and the groups that support them as one way of redressing power disparities – in community and in broader philanthropic and development spaces. As such, the way we give is as important as what we give, with a range of participation models used across our Karo Kura grants.

In addition, because we believe that solidarity forms the strong roots of any movement, we prioritise spaces of mutual learning, reciprocity and radical connection. Purposeful is proud to provide holistic support to a whole host of organisations – from those led directly by girls, to others just embarking on journeys to centre girls in their work. A relationship-based approach shifts the funding power paradigm to create a partnership which is powered by our respective strengths.

In 2020, Purposeful and partners launched a new virtual and physical Safe Spaces programme, supported by DFID and in partnership with community based organisations across six districts in Sierra Leone. The Support to Adolescent Girls Empowerment (SAGE) programme, also known as Girls' Circles, brings together many years of evidence-based best practice on the safe space model, layered with innovative programme additions that support girls to build their power and access the assets and networks they need to remake the world for themselves. It is coupled with Karo Kura Konnections - a series of connected media products, including a radio drama and talk show, projecting new narratives about girls' potential, and leveraging traditional art forms. Girls' Circle is reaching 15,450 girls across 6 districts, underpinned by a network of 618 mentors.

Purposeful seeks an individual with intellectual curiosity, creativity and a combination of experience, skill, and passion for drawing out insights from quantitative and qualitative data to tell powerful stories and inform effective programming. The Data and Insights Manager will

support efforts to track, analyze, report and improve the quality of monitoring data, deepen knowledge about girls, and discover how the work of Purposeful and partners impact their life trajectories.

KEY RESPONSIBILITIES:

MONITORING, EVALUATION, & ANALYSIS

Work with management team, programme team and partners to:

- Contribute to the systems, tools, and processes of data collection and data entry to ensure that there is data integrity, accuracy, reliability and security
- Manage data collection efforts for baseline and endline as well as for monitoring data
- Oversee the data management system for the organization
- Facilitate ongoing experimentation on the use of non-traditional ways of collecting quality monitoring data
- Conduct analysis and reporting of quantitative monitoring and evaluation data
- Conduct analysis and reporting of qualitative data as needed
- Support partners to improve data collection and reporting capacity and serve as a resource to support their data management capacity
- Support partners to implement their monitoring and evaluation work plans
- Create and compile reports as needed

LEARNING & REFLECTION

Work with the management team, programme team and partners to:

- Use participatory methodologies to work with partners and the Purposeful team to generate learning, insights and the co-creation of recommendations
- Contribute to the documentation of learning at different levels of the programme
- Synthesize lessons learned and consider implications for both program and influencing
- Support feedback loops to share learning with girls, partners and the Purposeful team
- Manage special projects, like girl-led research to inform insights on the lived reality of girls' lives

INTERNAL AND EXTERNAL REPRESENTATION

Support internal and external data needs, such as:

- Respond to information needs and requests of the Leadership and Management Team
- Represent Purposeful, including making presentations at conferences and other fora.
- Support ongoing efforts to integrate learning across Purposeful programs

SUPERVISION

Supervise Fellows, as assigned. Manage consultants as assigned

OTHER DUTIES AS ASSIGNED

- Contribute to overall team efforts to refine systems and procedures in Purposeful's programme areas
- Lead special projects or take on additional tasks as assigned

REQUIRED SKILLS, EXPERIENCE & QUALITIES

Essential

- Masters degree in social sciences
- Strong quantitative data analysis skills, including competent use of quantitative statistical software packages
- Qualitative data analysis skills, ideally, including competent use of qualitative software packages
- At least 3 years experience in carrying out monitoring and evaluation with progressive responsibility
- Previous experience of using and managing databases
- Ability to create data visualisations and provide commentary to effectively communicate your analytical finding
- Excellent written and oral communications skills in English; including ability to provide succinct summaries of high volumes of complex information
- Strong analytical, problem-solving, and conceptual thinking skills
- Intellectual curiosity, passion for and skill in analysis and synthesis
- Highly skilled at multitasking and prioritising to meet deadlines
- Ability to work effectively with community-based organisations
- Excellent interpersonal skills with the ability to work cooperatively, tactfully, and diplomatically with a culturally diverse group of people
- Dedicated to upholding the values and approaches that define Purposeful work
- Committed to Purposeful's mission and values
- Believe in and support our feminist values and use of a feminist MEL approach

Desirable

- Experience with monitoring, evaluation, and participatory research at grassroots level
- Familiarity with Salesforce or similar CRM database

APPLICATION PROCESS:

Please send your CV to job@jobsearchsl.com (copy info@wearepurposeful.org), with subject 'Data and Insights Manager' by **Friday 14 August 2020**. For more information on Purposeful please visit the website www.wearepurposeful.org.