DATA ANALYST

JOB DESCRIPTION &
PERSON SPECIFICATION

Summary Details

Job Title: Data Analyst
Location: London, UK
Salary: £33,000- (fixed term contract 24 months)
Hours: Full-time
Reports to: Head of Programmes
Application Deadline: 29 November 2026
Start Date: As soon as possible

About Standing Voice

Standing Voice (SV) is a non-profit organisation dedicated to advancing the rights, well-being, and inclusion of people with albinism across Africa. With registered offices and teams in the UK, Tanzania, and Malawi, SV delivers holistic, community-led programmes spanning dermatology, eye care, education, psychosocial support, and livelihoods.

Holding *Special Consultative Status* with the United Nations Economic and Social Council (ECOSOC), SV has earned the trust of major donors including the European Union, United Nations, Wellcome Trust, and World Bank, alongside a growing network of foundations, philanthropists, and individual supporters. Through these partnerships, over the last 15 years SV has played a leading role in strengthening the global albinism movement.

Albinism is a genetically inherited condition that results in melanin deficiency, leading to significant visual impairment and extreme vulnerability to skin cancer, particularly in sub-Saharan Africa, where few people with albinism live beyond the age of 40. In addition to these health challenges, people with albinism face widespread discrimination, social exclusion, and violent attacks, with hundreds of human rights violations documented since 2006.

SV exists to dismantle these barriers and build systems of support equipped to deliver life-saving healthcare, education, protection, and opportunity, empowering people with albinism to thrive, participate fully, and realise their potential.

About the Role

We are seeking a motivated, mission-aligned **Data Analyst** to maintain reliable data systems, analyse programme data, and produce clear reports and dashboards to support decision-making, evaluation, fundraising and advocacy.

The **Data Analyst** will ensure data is accurate, accessible and ready to support research, as well as the development and review of health, education and social protection programmes for people with albinism. Working closely with teams in Tanzania and Malawi, and with partners across Africa, the role will focus on improving data quality, strengthening data collection and use, and providing training and technical support remotely and during periodic country visits.

You will also help communicate the impact of Standing Voice's work through accessible data analysis, compelling funder reports and engaging presentations for partners and international audiences.

Key Responsibilities

1. Data Management, Analysis & Visualisation

- Work under the guidance of the Head of Programmes and Partnerships and the Executive Director.
- Manage data collection, processing, storage, cleaning and analysis.
- Maintain and improve data collection tools, including CommCare, and support the digitisation of historical records.
- Conduct regular data-quality checks, troubleshoot issues and work with country teams to improve data accuracy and completeness.
- Maintain data documentation, access controls and quality procedures; support compliance with applicable data protection requirements and escalate significant risks to the designated organisational lead.
- Analyse programme data to assess progress against organisational indicators and objectives.
- Develop and maintain dashboards using tools such as R, Tableau, Power BI or equivalent platforms.
- Identify opportunities to streamline and automate data processes.
- Present findings clearly and accessibly to support decision-making and programme improvement.

2. Research & Dissemination

- Support research projects and impact measurement in collaboration with external partners.
- Contribute data and analysis to submissions to the UN and other international bodies.
- Prepare clear, engaging reports for internal and external audiences.

- Support the presentation and dissemination of findings at conferences, workshops and international events.

3. Monitoring, Evaluation & Learning (MEL)

- Support senior management and country MEL officers to implement and review the organisation's MEL framework.
- Assist with monitoring and evaluation across Standing Voice programmes and services in multiple countries.
- Analyse programme data to identify trends, measure progress and inform improvements.
- Produce accurate, timely reports for management, trustees and funders.
- Support country teams to use data and evidence for organisational learning and programme development.

4. Capacity Building & Training

- Train and support staff and volunteers in data collection, CommCare, CRM systems, Excel and related tools.
- Provide practical guidance to country teams on data quality, reporting and analysis.
- Promote effective use of data to support decision-making and communicate programme impact.

Essential Requirements

- Proven experience in data management, MEL, and/or research (ideally in global health, development, or non-profit sectors).
- Advanced skills in mobile data tools (CommCare) and data visualisation platforms (R, Tableau, Power BI, or equivalent).
- Strong ability to analyse large datasets and present findings clearly.
- Excellent interpersonal and written communication skills.
- Strong organisational skills and attention to detail.
- Commitment to human rights, social justice, and SV's mission.

Desirable

- Experience working in or with organisations in East or Southern Africa.
- Knowledge of SDG frameworks and global development indicators.

Additional Information

- Occasional international travel to Africa and global meetings required.
- Flexible/hybrid working arrangements possible.

Why Join Us?

This role offers a rare opportunity to work at the intersection of data science, human rights, and global health, in an organisation achieving tangible social change. By shaping and sharing our evidence base, you will play a central role in improving the lives of thousands of people with albinism and challenging deep-rooted systems of marginalisation.

How to Apply

To apply for the position of **Data Analyst by 29th November with:**

1. **Your CV** (maximum 2 pages)

2. **A one-page cover letter** outlining:
    - Why are you interested in this role at Standing Voice?
    - What makes you a strong candidate, with reference to relevant experience and skills?

3. **Links to your portfolio or samples of your work**, such as dashboards, reports, or published research studies.

4. **Contact details for two referees**, who have known you professionally for more than six months (e.g. current or former employer, lecturer or supervisor)

We encourage early applications and reserve the right to close the vacancy ahead of the deadline if a high volume of suitable applications is received.

Equal Opportunities Statement

Standing Voice is committed to building a diverse and inclusive team. We welcome applications from all backgrounds, especially individuals with lived experience of the issues we address or who come from communities historically underrepresented in the charity and communications sectors.

We do not discriminate based on gender, race, ethnicity, nationality, religion, disability, sexual orientation, age, or any other protected characteristic. If you require any reasonable adjustments during the application process, please let us know.