

Evaluation Manager

Job Information Pack

December 2024

Use your evaluation skills and experience to support the development of high impact organisations working with children and young people.

This is a fantastic opportunity for an individual who is passionate about using their evaluation and broader research skills to improve social mobility and tackle educational inequality.

You will work in a newly forming evaluation team, as part of a larger experienced and growing organisation, alongside inspirational charities and social enterprises to successfully grow and deliver systemic change.

Purposeful Ventures is currently developing a framework to better understand our impact as an organisation and our approach to monitoring and evaluation for our projects and portfolio organisations. This evaluation work is intended to allow us and the organisations we work with to learn, and to support internal accountability and decision-making.

You will have a crucial role in implementing our developing approaches to monitoring and evaluation to better understand and learn about our impact as an organisation and supporting our portfolio organisations to better understand and maximise the difference they make for young people. You will work closely with both internal and external colleagues, using your technical evaluation skills to provide evaluation support to our portfolio organisations, aligned with sector standards and programme maturity, to inform programme design, delivery and communication of impact.

Successful candidates will have demonstrable experience and success in evaluation roles. This may include research roles in a research agency or other settings designing and delivering robust evaluations for funders or the charitable sector.

Evaluation Manager

Job Description

Reports to	Evaluation Lead
Location	London W12 Our core days when all staff are in our office are Tuesday and Wednesday. Staff have flexibility to work from home on Mondays, Thursdays and Fridays when not at client meetings.
Contract	Permanent
Hours	Full time (part-time of at least 0.8 FTE may be considered)
Salary	£42,000 - £55,000 per annum (pro-rated if part time)

Responsibilities and duties

Work with the Evaluation Lead to establish Purposeful Ventures' monitoring and evaluation framework

- Support the design, ongoing review and refinement of our monitoring and evaluation framework and its implementation across the organisation, setting and following evaluation standards and principles.
- Set up new systems and internal processes to embed the monitoring and evaluation framework and establish the evaluation team.

Work with Purposeful Ventures colleagues to ensure the effective design, delivery, monitoring and reporting of portfolio activities, in line with our evaluation standards and principles

- Contribute to the development of portfolio and organisational level objectives, evaluation plans with clearly defined and measurable outcomes, and appropriate data collection, analysis and reporting schedules
- Shape the strategy for Venture support with respect to monitoring and evaluation, based on Venture starting points and evaluation objectives, and the approach to Venture selection.
- Design and manage core portfolio monitoring and evaluation including development of data collection tools, guidance for data collection and providing support to colleagues to ensure data quality and timely reporting.
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- Lead analysis and report writing of core monitoring and evaluation data, providing insights to learn from, understand and communicate Purposeful Ventures' impact (e.g. in annual reporting).
- Conducting technical reviews of research studies, evaluation plans and reports to support portfolio design, delivery and reporting.

Strengthen Venture approaches to evaluation of their activities and use of findings to improve programme design and delivery

- Ensure a clear understanding of each organisation/programme's current approach to monitoring and evaluation, evaluation goals and stage of programme development. Use this understanding to agree with Purposeful Venture colleagues and the Venture how we will support the Venture on their evaluation journey.
- Strengthen Venture approaches to routine monitoring and evaluation, the design and delivery of specific evaluation projects and use of findings to support programme design and delivery and communication of impact, e.g. by providing bespoke recommendations, technical advice and guidance, along with standard guidance and training based on a Venture's needs and the portfolio evaluation plan.
- Support Ventures to successfully commission, manage and use external evaluations or specialist evaluation expertise to strengthen in-house monitoring and evaluation activity, e.g. by providing technical and practical evaluation support and guidance on evaluation design and delivery.

Design, commission and manage high quality external evaluation and research activity to meet our research objectives

- Contribute to the design and delivery of evaluations for a range of projects and programmes for both internal and externally conducted research projects
- Work with colleagues to refine research/evaluation briefs, scope research designs and establish and follow best practice in research commissioning and management to select, design and deliver successful projects.
- Contribute to assessment of research proposals, review of draft data collection instruments, analysis plans and reports.
- Manage designated projects to ensure delivery of high quality and timely reports which effectively communicate findings to relevant audiences (e.g. practitioners, academics, policymakers and the general public).

Support colleagues with advice and guidance about impact, evaluation and broader research expertise

- Work with colleagues in the Research and Pipeline Directorate to develop templates to standardise approaches to key research activities and quality assurance processes.
- Keep up to date with evaluation and other relevant research methodological developments.

Who we are looking for

Key requirements

- Passionate about transforming the life chances of children and young people through entrepreneurship and innovation in education and related fields
- Sound knowledge, skills and experience in a range of social research methods, including theory-based evaluation
- Substantial experience and proven success in evaluation roles in/ or with the not-for-profit and/or social enterprise sectors
- Substantial experience of working with stakeholders to understand their programme theory, and proven success in leading the design and delivery of evaluations, providing formative and summative findings to inform programme and/or policy development
- Experience commissioning research would be an advantage but is not essential
- Excellent written and verbal communication skills, with the ability to present complex information clearly
- Strong interpersonal and influencing skills with the ability to gain credibility with key internal and external stakeholders, including academics, senior charity executives and social entrepreneurs
- Excellent project and stakeholder management skills with the proven ability to hold people to account and achieve project outcomes
- A proactive approach with the ability to work independently, problem solve and act on initiative where appropriate
- Flexible, highly-organised and able to prioritise work to meet deadlines
- Happy to work with a degree of ambiguity, creating processes and ways forwards where they might not yet exist

About Purposeful Ventures

Our vision is for a fairer society where all young people thrive. We work with social entrepreneurs, organisations and philanthropists that share our vision. Through our work with these partners, young people are given opportunities in education and beyond, helping them reach their true potential.

Purposeful Ventures offers philanthropists and funders bespoke advice, using an evidence-based approach to help them to identify high-impact opportunities to fund. We then partner with visionary individuals and mission-driven organisations with strong theories of change. We help them turn great ideas into sustainable and successful ventures by offering fully individualised and very hands-on support, access to funding and a 'high-challenge, high-support' home. We do the minimum necessary and whatever it takes to succeed.

We are working with a wide range of organisations across the following portfolio areas to build and strengthen outstanding organisations that deliver systemic impact.

- **Children and Families** : Our ambition is for every child to grow up in a stable and supportive family environment and to have the opportunity to thrive academically, socially and emotionally. We are partnering with a growing number of outstanding Early Years organisations who work with young children and their parents during the first years of their lives. We also support organisations that work with some of our most vulnerable children, including those in care or those at risk of offending.
- **STEM Education** : We believe that everyone should be able to experience a high quality and inspiring STEM education, and that achievement in STEM can be catalytic in driving social mobility, particularly for those from lower-socioeconomic backgrounds. Organisations in our STEM portfolio support students from disadvantaged backgrounds to success in STEM subjects at a school level and inspire them onto future STEM-aligned careers. As well as our portfolio of organisations, we launched the Maths Excellence Fund in 2023 to improve student attainment and progression in maths.
- **Music and Arts** : We are launching a new fund in Classic Music Excellence, to support more young people from low socio-economic backgrounds to achieve excellence in classical music, enabling them to progress to the highest level and ultimately into the profession should they choose. We are building an exciting grants portfolio and commissioning an in-depth research report into this area.

Originally built within Ark, the UK educational charity and multi-academy trust, Purposeful Ventures spun out of Ark in September 2023. We have a strong track record of supporting innovation in education and for young people, ranging from Now Teach (teacher recruitment) to Frontline (children's social work) to STiR Education (international development teacher training).

We are excited to tackle tough issues, offer a broad range of services to philanthropists and collaborate with more partners to drive change.

Working at Purposeful Ventures

We are an experienced team with backgrounds in strategy consulting, education and non-profit leadership. Together, we have grown multiple charities, collectively making an impact on the lives of over a million young people in the last decade.

Working here is stimulating with lots of variety. We work at pace with a relentless focus on impact, but we also take time to support colleagues, have fun and learn from one another. We want to work with interesting people who bring diverse perspectives and want to do an excellent job. However, striking a balance between work and outside interests is also important to us.

When asked, people who work at Purposeful Ventures most enjoy

- (a) working with smart and passionate colleagues;
- (b) solving challenging real-world problems; and
- (c) delivering work that translates into tangible impact.

Our benefits

- The opportunity to be part of the TPT (The Pension Trust) scheme, our workplace pension scheme, where we make an 11% contribution; you are not required to contribute towards this scheme unless you choose to
- A commitment to excellence combined with support for your professional and career development
- A flexible approach to working with understanding and consideration for work life balance and personal commitments
- 27 days annual leave plus bank holidays, increasing to 29 days after two years' service, then to 30 days after three years' service (pro rata for part-time employees)
- Full office closure between Christmas and New Year (using three days of your holiday entitlement, pro rata for part-time staff)
- Two-week Summer Shutdown, with the expectation that staff use five days of annual leave with five additional days added on top of your annual leave allowance (pro rata for part-time staff)
- Hybrid working, with at least Tuesdays and Wednesdays in our state-of-the-art office in West London working alongside colleagues for collaboration, connection and sharing learning
- Onsite showers and bike storage
- Access to discount schemes with leading retailers, leisure and travel brands, as well as companies local to our office
- Access to an Employee Assistance Programme for advice and support including counselling

How to Apply

Please follow the Apply link on our [careers page](#) to submit your CV and Personal Statement.

The CV and Personal Statement should be no longer than 2-sides of A4 each.

In your Personal Statement please highlight your interest in Purposeful Ventures and your motivation for applying for this role, as well as the relevant experience and strengths that you will bring.

This is a UK-based post and applicants must be living in and have the right to work in the UK; if applicable please detail your visa status in your application.

Equality and diversity matter to us. If you think you'd be suited to one of our roles we'd love to hear from you regardless of age, disability status, ethnicity, gender, religion or sexuality.

Purposeful Ventures is an equal opportunities employer and will not discriminate against any candidate on the basis of any characteristic protected by the Equality Act 2010.