



## **Insights Analyst**

<b>Hours</b>	37.5 hours per week.
<b>Salary</b>	£28,000-£32,000 (dependent on experience)
<b>Location:</b>	Remote working, but with regular client contact.  Team meetings held in London.
<b>Contract:</b>	Permanent position (subject to successful probationary period).
<b>Responsible to:</b>	Toby Blume, Director.

### **Job overview**

Our insight analyst holds a central role within Social Engine. Part of a small and talented team, the post holder will work with colleagues and clients on a range of projects.

The post holder will be required to work to a high standard and to tight deadlines. You'll have strong attention-to-detail and the ability to draw out insights from data. You'll be confident to share these data and insights through excellent written and presentation skills - including the ability to present technical or complex issues to a non-technical audience.

This role provides a high degree of autonomy, and will see you take overall end to end accountability for some research projects - from identifying objectives and developing appropriate approaches and research instruments, to delivery of research activities and undertaking complex analysis and production of robust, engaging research outputs and recommendations. This all adds up to a role where you'll be part of a team to deliver successful client outcomes and social impact for communities.

### **What You'll Bring**

#### **Experience:**

- At least 2-3 years of work experience in an analytical role, such as an insights analyst, data analyst or researcher.



#### Education:

- A bachelor's university degree, with a strong emphasis on research methods and statistics. Studies based on psychology, and the application of behavioural science would be a real bonus.

#### Your Skills:

- Highly advanced proficiency with spreadsheet software (MS Excel, Google Sheets), including pivot tables, v-lookups, filtering and arithmetic operations (sum, count, sumifs etc.).
- Comfortable with manipulating, merging and cleaning large datasets, preparing them for analysis.
- Proven experience of using complex data to produce accurate, insightful and engaging findings and recommendations – with the writing proficiency to create engaging and well-structured reports.
- Ability to create and use appropriate data visualisations (e.g. bar charts, clustered bar charts, line graphs) to present results in a simple way, adhering to best practice.
- Proficiency in translating business and stakeholder requirements into clear and measurable research questions to guide analysis.
- A good understanding of statistical concepts and tests (p-values, hypothesis testing, chi-square tests, t-tests).
- Good grasp of quantitative research methods (e.g. experimental research, survey design, stratification, sample sizes, control and intervention groups).
- Experience and knowledge in qualitative research analysis, such as thematic analysis or grounded theory, is a plus.
- Experience with creating dashboards using Looker Studio and/or Power BI is a plus.
- Experience with Python (pandas and NumPy libraries), or a willingness to learn, is a plus, but not mandatory.
- Support our ongoing compliance with GDPR and cyber security good practice across the organisation.



### Your Approach:

- Confident to articulate and present results, both in writing and orally, in an accessible and non-technical way.
- A can-do attitude and willingness to collaborate with colleagues and clients to develop appropriate research activities for our projects.
- You are comfortable working independently and possess a strong ability to learn and adapt as projects require.
- You are a data-driven individual who strives to promote best practices in data analysis and visualisation within the organisation.
- You possess the logic, critical thinking skills and creativity to extract the right insights from data, delivering practical recommendations and benefits to our projects and clients.
- Project management and planning skills including prioritisation of tasks and problem-solving.
- You are motivated to find evidence-based solutions to societal challenges and social justice.

The details above are not exhaustive, so for that reason we're looking for someone who is keen to develop their skills and experience in the role, someone who shows vision to help shape our offer and working practices. Naturally, the post holder will have excellent interpersonal skills.