



Job Application Information Pack

About Us

At NFER (National Foundation for Educational Research), we are passionate about improving education for all children and young people. Established in 1946, we are the UK's leading independent provider of rigorous research, assessment, and information services for education. Our mission is to provide robust evidence to support positive change across the education system.

We believe that every learner deserves the opportunity to excel. Yet, many face barriers that hinder their educational progress. Our work focuses on understanding these challenges and providing actionable insights to overcome them. We conduct extensive research into various aspects of education, from early years to post-16 education and beyond. Our assessments are trusted by schools and educators to gauge student progress and inform teaching practices.

By partnering with schools, policymakers, and educational organisations, we ensure that our findings and recommendations lead to real-world improvements. We also develop practical resources and tools that educators can use to enhance learning outcomes.

At NFER, we are committed to making a difference in education, ensuring that every child and young person can achieve their potential, regardless of their background. Together, we can create a fairer, more effective education system for all.

Our Mission

To improve outcomes for future generations everywhere
and to support positive change across education systems.

Our Vision

To be the most trusted destination for
education evidence and insight

Our Offering

Research enhanced by assessment
rigour – built on unparalleled relationship
with UK school

Our Impact

As part of our commitment to demonstrating our impact, we publish an annual impact review, which highlights the ways in which our activities have contributed to understanding and improving education. Our most recent impact review below provides a summary of how our activities support and inform an increasingly wide group of practitioners and policymakers. [NFER Impact - NFER](#)

The year in numbers

We are grateful to all school and college leaders, teachers, staff and pupils for their ongoing support of our work.

This year, 80 per cent of publicly-funded schools in England took part in NFER research and assessment trials.

We are a trusted and leading destination for those with an interest in independent education research and insights:



1,668,320

Number of pupils who took part in NFER research, assessment trials and products



71,519

Number of teachers and senior leaders who took part in NFER research and assessment trials or used our products



250,000

Number of unique visitors to the NFER website



90,000

Number of downloads of NFER reports and resources



2,400

Number of mentions of NFER in national, sector and international media



800,000

Number of impressions on NFER X posts



13,000

Number of engagements with NFER X posts

Our Values

Every one of us contributes to NFER culture through our everyday interactions and behaviours. Our values guide our behaviours in all our interactions with our colleagues, partners and stakeholders. They define how we are all expected to approach our work.

NFER Values

COLLABORATIVE
We care about people and forge trusted partnerships, valuing a diversity of backgrounds and ideas.

CAN BEFORE CAN'T
We are ambitious, creative and persistent, determined to find solutions.

OUTCOME FOCUSED
We deliver actionable insights to improve outcomes for future generations everywhere.

ACTING WITH INTEGRITY
We deploy deep expertise and rigour in everything we do, delivering excellence whilst being transparent and impartial.

<p>COLLABORATIVE</p> <p>We care about people and forge trusted partnerships, valuing a diversity of backgrounds and ideas</p>	<p>CAN BEFORE CAN'T</p> <p>We are ambitious, creative and persistent, determined to find solutions.</p>
<ul style="list-style-type: none"> • We invest time and effort in building strong collaborative relationships with colleagues across the foundation and with external partners and stakeholders. • We challenge our thinking by welcoming ideas and contributions from others on the work we deliver so we continuously improve. • We actively seek opportunities to support others, especially when we have spare capacity. 	<ul style="list-style-type: none"> • We have an optimistic mindset and passion to meet the demands of both internal and external customers in order to improve children's education. • We appropriately escalate issues where we need support to find a solution. • We work at pace, identifying and carefully managing risks. • We are advocates for continuous improvement and actively seek ways to improve how we

<ul style="list-style-type: none"> • We take collective ownership of tasks and projects and step up to help colleagues when needed. We take opportunities to work with teams throughout the foundation, avoiding silos. • We are open to providing and accepting constructive feedback. • We express gratitude and appreciation for others. • We do what we say we will do so others can be confident that we will deliver. • We treat each other with dignity and respect and value everyone's differences 	<p>deliver and find ways to reduce ineffective processes and practices.</p> <ul style="list-style-type: none"> • We prioritise forward-thinking and proactive approaches, focusing on finding actionable solutions rather than dwelling on problems. • We seize opportunities quickly, respond promptly to challenges, and maintain momentum even when faced with obstacles. • We explore opportunities to make best use of external expertise and resources. • We keep up to date with technological advancements which could support continuous improvement. • We are mindful of the need to deliver value for money for our clients and customers.
<p style="text-align: center;">OUTCOME FOCUSED</p> <p style="text-align: center;">We deliver actionable insights to improve outcomes for future generations everywhere.</p>	<p style="text-align: center;">ACTING WITH INTEGRITY</p> <p style="text-align: center;">We deploy deep expertise and rigour in everything we do, delivering excellence whilst being transparent and impartial</p>
<ul style="list-style-type: none"> • We ensure our work is designed and delivered in a way that identifies and addresses key questions from internal and external stakeholders, giving them the information and insights to make decisions that will improve children's lives. • We draw out practical insights from our work and actively communicate them to our stakeholders, influencing debate and encouraging action. • We go the extra mile to achieve our performance objectives and deliver high-quality outcomes. • We create meaningful and lasting effects in our role, which leads to positive outcomes for our stakeholders. • We treat company resources with care and uphold the Foundation's legacy and values. • We work hard in everything we do to ensure our work supports and aligns with the Foundation's mission. 	<ul style="list-style-type: none"> • We speak up when we observe that something isn't right. • We own our mistakes and take action to resolve them. • We ask for guidance, when needed, to help make the right decision. • We take personal responsibility for the quality of our work and make the best use of our time by planning and prioritising tasks. • We promote and uphold professional standards, taking pride in our own work and the work of others. • We are objective and impartial and ensure our reports and external interactions are based on evidence, not unfounded opinion. • We ensure our methods are transparent and fit for purpose. • We strive for excellence, looking for ways to add value and push ourselves to deliver results that surpass expectations. • We share skills and knowledge and support others to stretch, develop and try new things. • We keep up to date with new developments and best practice in our field of expertise.

Our Benefits

Hybrid Working

We embrace hybrid working and support working from home.

Holiday

30 days holiday a year (plus UK bank holidays).

Pension

A generous 10% employer contributions with Standard Life, in a sustainable investment scheme.

Discretionary Days

4 discretion days leave when we close the business at Christmas and to extend bank holiday weekends.

Paid Carer and Dependant leave

Leaving you to deal with emergencies without the worry of work or money.

Cycle To Work and Travel Loans

Supporting you to get to work by bike, bus or train.

Enhance Family Leave

Topping up your maternity, paternity and shared parental leave in your first 18 weeks.

Sick Pay

Increased sick paid up to 6 months full pay and 6 months half pay with length of service.

Flexible working from Day 1

Offering you flexibility from day 1 so we can give you the balance you need.

5X Life Assurance

Death in Service benefit of 5x your annual salary.

Employee Assistant Programme

Access to resources, counsellors and mental health first aiders.

Personal Development

Supporting to further your skills, knowledge and education.

Our Hybrid Policy

We have a small satellite office in York and a large office on the edge of Slough on five acres of green land. Many of our team members are located across the UK and have the option to work from home but we also have a strong community in both our offices. Whatever your work style we respect flexibility where we can and there is always a desk for you if you prefer to work in an office environment.

Connecting with each other is important and we all come together at least twice a year for MereFest and the Winter Social at our main office in Slough.



Office Based workstyle: This workstyle applies when your role regularly requires the use of office equipment or facilities such as the print shop. It is also for jobs that involve services or functions necessitating your presence in the office.



Office Flexible workstyle: This means spending most of your time in the office, typically three days a week, with the flexibility to work from home occasionally. It applies when your role requires access to office facilities, providing office-based support, or engaging in knowledge and skills sharing.



Home Flexible workstyle: This allows you to work primarily from home, with occasional office visits ranging from two days a week to once a month. Employees in this workstyle are expected to attend in-person activities for collaborative work, knowledge sharing, team building, and meetings.



About this role

This role has been assigned with the Home Flexible workstyle. The team work from the Slough office every Wednesday. You'll also come in to support individuals and deliver training as and when required but the majority of your time can be worked from home.

Organogram: The HR Team- team of 11 employees



Our Application Process

- Click 'Apply Now' then log in, create an account or apply as a guest
- You'll then need to upload your CV
- Complete our equality questions, this does not form part of your application and it is only used for monitoring diversity and is anonymised.
- We'll ask you to outline your experience and skills in relation to the role and to tell us a bit about why you are applying, this is your chance to tell us why you're a good fit for the role and we recommend you avoid using AI to write it.
- You'll then need to provide your name and contact details before you click 'Apply for Job'
- We'll email you to confirm we have received your application.

If we can support you with your application in any way or if you have any questions about the process or role please contact us at HR@nfer.ac.uk

Our Recruitment Process

We will start to shortlist from 23rd September but will be continuing to accept applications after this date until we reach stage 2.

Stage 1

This will be a 30 minute virtual interview with Louise Wiseman, HR Business Partner. This will be a friendly two way conversation to explore your experience and answer any questions you may have about the role.

Stage 2

If the role seems like a good fit, we will invite you to a face-to-face interview at our office in Slough. Before the interview, we will ask you to review and complete a task based on a business scenario, where you will need to provide an L&D intervention. During the interview, you will be asked to explain your response to this task.

The interview will last approximately 75 minutes, giving us ample time to discuss your task and ask further questions about your experience and behaviours against our values. You will meet with a panel of three interviewers, consisting of two HR colleagues and one operational colleague.

Interview dates are likely to take place between 7th October to 18th October.

Conditional Offers

On an offer of employment you will be asked to provide references and complete a basic DBS check. Please be assured that having a past conviction does not automatically disqualify you from employment. We are committed to making fair and unbiased decisions, taking into account the nature of the offence, its relevance to the position you are applying for, and the time that has elapsed since the offence occurred. We believe in giving all candidates a fair chance and will consider each application on an individual basis. If you have any concerns or would like to discuss your personal circumstances in confidence, please do not hesitate to contact us.

Our Commitment to Equality & Diversity

At every stage of the application process, we are committed to supporting you by making reasonable adjustments to help you prepare and perform at your best when we meet. Here are some of the ways we can assist:

- **Interview Format:** If you prefer a face-to-face interview instead of a virtual one, just let us know.
- **Informal Discussions:** If you would like to speak to us informally before any stage of the process, please inform us.
- **Quiet Space:** If you would like a quiet space when you arrive for your interview, let us know.
- **Rescheduling:** If you cannot make the scheduled time of your interview or if there is a better time for you to focus, just inform us and we will accommodate you as best we can.
- **Accessibility Needs:** If you have any specific accessibility needs, such as requiring a sign language interpreter, accessible formats for documentation, or physical access arrangements, please let us know.
- **Other Adjustments:** If there are any other adjustments that would help you, please don't hesitate to reach out. We are here to support you and are happy to discuss what might work best for your needs.

If you are unsure what adjustments would be beneficial for you, you can also talk to us at any stage. Please feel free to email us at HR@nfer.ac.uk with any requests or questions.