**Evaluation Manager**

**Design Council**

**Welcome from the Chief Executive – Minnie Moll**

I joined the Design Council on March 1st last year and feel so proud to be leading an organisation with such an amazing heritage and reputation. The calibre of our people, the extraordinary talent in our unique network of Experts and the impact we have working with our clients, partners and Government is without comparison. It is a real privilege to be carrying the torch as we enter the next chapter for the Design Council.

That next chapter will be led by our recently announced new mission: Design for Planet.

The greatest challenge of our era is the climate crisis, so as the national strategic body for design, we will be focusing our efforts on galvanizing and supporting the 1.97m people across the design sector to make sustainability central to their work.

Design shapes the world and will have a critical role to play in meeting Net Zero targets and beyond. As a design organisation we have power and responsibility to make a difference.

At the heart of the Design Council are our colleagues. We offer a structured career path, great learning and development, exposure to unique and exciting projects and the opportunity to work with our leading Experts. In addition, our pension scheme goes up to a 7.5% employee and employer contribution, 30 days annual leave (including time off for everyone over the Christmas period) and a range of flexible ways to work as part of our Hybrid Working policy.

At more than at any other time in our long and distinguished history, now is an incredibly exciting time to be at the Design Council.

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# About the Design Council

The Design Council’s purpose is to make life better by design.  And our new mission is to do that by focusing on Design for Planet. There can be no greater cause than fighting to save our precious planet.

Design for Planet will be a theme through all our work to create better places, better products and better processes, all of which lead to better performance. We commission pioneering evidence-based research, develop ground-breaking programmes and deliver influencing and policy work to demonstrate the power of design and how it impacts three key areas of the economy: business innovation, places and public services. We bring together designers and non-designers – from grassroots to government – and share with them our design expertise to transform the way they work.

Good design is inclusive design. We actively aim to employ a diverse workforce, and we have a commitment to do that (see our  [Black Lives Matter statement](https://www.designcouncil.org.uk/black-creatives)). We encourage conversations around flexibility in terms of location, hours and other arrangement so we can welcome people with different experiences, backgrounds and perspectives.

**Career Development & Progression**

The Design Council is committed to the learning and development of its colleagues so that they gain the necessary skills to reach their full potential and progress within the profession and within the Design Council. We operate a structured career path on set criteria so that colleagues have a clear understanding of how they can progress and be recognised and rewarded.

**About the Team**

The Design Council is a team of 40 people. As a small team with a massive remit, we work collaboratively within this structure:

This role works across our Championing and Advocacy work, and our Programmes work. This role is line-managed by the Head of Research and Practice, and works closely with our Programme Leads, Director of Programmes and Chief Design Officer.

**Equality & Diversity**

We value inclusion, equality and diversity, and we know that can only design better for all, when we bring together people from different backgrounds and perspectives. We actively aim to employ a diverse workforce, and we have a commitment to do that (see our [Black Lives Matter statement](https://www.designcouncil.org.uk/black-creatives)).

We are happy to hear about and explore reasonable adjustments that we could make which mean that the role would be attractive to a greater diversity of person. This includes the ability to work from home, flexible working, part-time or compressed hours or other arrangements. As well as wider feedback about the type of organisation we are.

**Benefits**

Design Council offers a number of benefits. Some of them include:

* 28 annual leave days pro rata
* Additional time off over Christmas
* Hybrid working policy – working in office 2 days per week
* Flexible working
* Employee Assistance Programme
* Life Assurance Policy
* Cycle to work scheme
* Buy additional 5 days leave

Reporting to: Head of Research and

Practice

Contract type: Permanent

Salary Band: Professional (Manager)

Salary range: £30,000 - £40,000

**Job Description**

**Evaluation Manager**

**About this role**

Our role as the UK’s national strategic advisor for design is to champion the value of design and to build the evidence needed to support policymakers, industry, designers and the public to help design to thrive. From our flagship Design Economy programme to our reports assessing the impact of our transformational design programmes for clients such as Network Rail and the NHS, our research has inspired around the world. Our research helps to shape national policy and programmes, and to build awareness of the value of design with the public.

With our current mission – Design for Planet – we are at the forefront of developing new evaluation and impact methodologies such as our Design Value Framework - to capture the wider social, environmental and economic value of design, and the role it can play in systems change.

We are now looking for a talented evaluation manager to lead on assessing the impact of our transformational design programmes; and support the delivery of our flagship Design Economy research programme and our annual report. They will help us to develop our value and impact frameworks to bring new approaches to assessing the wider value of design across placemaking, national infrastructure, social and business innovation. Supporting these sectors to address the climate and biodiversity crisis, and social and economic regeneration.

The ideal candidate will have a background in research and evaluation and be confident in using a range of quantitative and qualitative evaluation methodologies, and in measuring the impact across projects of a range of scales. They will be a confident facilitator and communicator, able to tell compelling stories through rigorously produced insights and data. They will be passionate about using these skills to demonstrate the value of design, and to develop best practice in impact and evaluation work with leading organisations and design programmes.

**What does this role do?**

**Provides specialist evaluation support on our transformational design programmes**

* Works with Programme Leads and Programme Managers to develop theories of change for projects, and ensure that our value and impact frameworks are used to create an evaluation methodology for each programme.
* Work with programme managers to ensure that suitable qualitative and quantitative data is captured for our programmes, helping to set-up data collection methods and coaching colleagues in running surveys, interviews, deliberative workshops etc.
* Provide quality assurance on project evaluation, and develop and maintain processes for data collection, analysis and reporting, ensuring all staff are collecting required data and consistently meeting data quality standards.
* Synthesise data from our programmes into compelling, accessible and understandable impact stories through authoring reports, blogs and visualisations, working with our communications team to disseminate these to wider audiences.
* Support programme managers to commission and manage third parties in delivering research and evaluation work.

**Support the delivery of our Design Economy research programme and annual report**

* Work closely with the Senior Research and Impact Manager to provide support in delivering research, data collection, analysis and authoring reports.
* Undertaking surveys, interviews, and helping to facilitate workshops as required with the Senior Research Manager and third-party research providers as appropriate.
* Work closely with the Senior Research Manager to produce the impact and evaluation sections of Design Council’s annual report, including managing the data collection, supporting analysis and write-up.

**Influence**

* Be actively engaged in external networks, gathering insights and best practice to contribute to our impact and evaluation work and apply to specific projects
* Actively contribute to internal and external forums on design, research and evaluation or areas relevant to our programmes of work

**Support business development and other responsibilities**

* Support our business development by using insights on our programmes impact to input into the development of new programmes, and contribute to the evaluation sections of new bids as required.
* Lead the impact reporting on one or two major client projects per year.
* Contribute to learning sessions for colleagues in the organisation on evaluation.
* Undertake any other reasonable tasks/duties as required.
* Contribute to the development of our research and impact practice at Design Council, and our understanding of what works, alongside the Senior Research Manager and Head of Research and Practice.

**Corporate responsibilities**

* Proactively identify and manage risks and financial controls in relation to the Design Council and your specific area of responsibility
* Comply with the Design Council’s operational policies and procedures including financial and risk management, project management and evaluation processes, brand guidelines, GDPR, information security and internal health and safety policy

This role will involve some evening work and travel as required in accordance with the needs of the projects and programmes.

**Does this sound like you?**

**Expert Knowledge and Qualifications**

* Academic or professional qualifications in a relevant discipline, or equivalent experience.
* Demonstrable understanding of quantitative and qualitative research and evaluation methodologies and models, and experience of designing, implementing and delivering evaluation projects.

**Experience**

* Experience of delivering impact and evaluation of projects using a range of quantitative and qualitive methodologies, including surveys, interviews, roundtables, deliberative workshops, and creating theories of change.
* Excellent knowledge and application of evaluation and impact project design and of maintaining data quality standards and research ethics within a project or organisation and adhering to best practice with regards to these.
* Proven ability to develop impactful public-facing reports, creating compelling narratives which are supported by rigorous evidence for different audiences.
* Experience of creating and implementing theories of change, and impact frameworks for an organisation and/or programmes related to place-making, infrastructure, social innovation, business innovation or similar.

**Skills**

* Excellent numerical and analytical skills, with proven ability and experience of using these to analyse data.
* Excellent qualitative and quantitative research skills, with demonstrable experience of using a range of methodologies and approaches to keeping on top of best practice.
* Excellent communication skills both written and verbal, with a demonstrable ability at being able to present insights in an engaging, understandable and accessible way.
* Confident facilitation skills and ability to work with different audiences.
* Ability to work collaboratively - building creative consensus, and consulting and involving others internally and externally
* Good IT skills, an advanced user of all Microsoft Platforms and other applications used by the Design Council with the ability to train others.
* Knowledge and understanding of research software such as SPSS and NVIVO or similar preferred but not essential.
* Be committed to championing our organisational values through their work: inspiring possibility, boundless curiosity, and powerful together.

**Behaviours**

* **Boundless Curiosity.** Curious about relevant research and trends within the design environment.
* **Inspire Possibility.** Passionate about creating change through research and impact that enables design to have positive impact on people and planet.
* **Powerful Together.** Inclusive and collaborative and supportive of others across the organisation

**How to apply**

Submit your **CV** (at least 1 page, but no longer than 4 pages), a **covering letter** (at least 1 page, no longer than 2 pages), and links to at least 2 reports where you have been lead-author via the [link](https://designcouncil.peoplehr.net/Pages/JobBoard/Opening.aspx?v=fe0a5794-ac9d-4e55-8875-c4a7b50fd130). The closing date for all applications to be received is **28 August 2022.**

The Design Council is fully committed to being a diverse and inclusive organisation. We welcome applications from everyone who meets the criteria. If you need any additional support, please do send in an early alert to our email address below.

Further questions can be directed to Ishbel Allotey, HR Manger at the following email address: [recruitment@designcouncil.org.uk](mailto:recruitment@designcouncil.org.uk) but please note that submissions must be made via the link above.