

Job Description: Monitoring & Evaluation Officer

LOCATION: LONDON OFFICE

About the Freedom Fund

The Freedom Fund (freedomfund.org) is a leader in the global movement to end modern slavery. We identify and invest in the most effective frontline efforts to eradicate modern slavery in the countries and sectors where it is most prevalent. Partnering with visionary investors, governments, anti-slavery organisations and those at risk of exploitation, we tackle the systems that allow slavery to persist and thrive. Working together, we protect vulnerable populations, liberate and reintegrate those enslaved and prosecute those responsible.

The Fund currently supports over 100 partners in seven slavery hotspots in India, Nepal, Thailand and Ethiopia. In addition, the Fund has also launched global initiatives on supply chains, strategic litigation, the treatment of mental trauma and safer migration.

About the position

The Monitoring & Evaluation (M&E) Officer is an exciting role for someone looking to apply their outstanding analytical skills to tackle the issue of modern slavery. The successful candidate will support the Freedom Fund's work to measure the impact of its investments in countries with the highest incidence of slavery, and will drive the Fund's support for research, evaluation, and knowledge-sharing across the broader anti-slavery community. S/he will report to the Senior Research & Evaluation Officer and work closely with Freedom Fund colleagues at all levels, as well as with civil society organisations and academic partners around the world. The role is based in our London office and will involve some international travel.

Responsibilities

- Work with leading researchers to develop robust quantitative and qualitative methods and participatory approaches to measure modern slavery and assess program performance. Perform secondary analysis of data and share findings via written reports, online articles and presentations.
- Help manage grants for research and M&E of our programs. Working closely with the Finance and Administration team to prepare grant agreements, monitor budgets and financial payments, review progress reports and support effective grant management and reporting within the Freedom Fund.
- Communicate the Fund's research and evaluation projects to external stakeholders, including policy makers and advisors, frontline service providers, donors, academics and researchers, and others in the anti-slavery movement.
- Help colleagues interpret and learn from the latest research by the Freedom Fund and others, in order to ensure that our work is informed by emerging evidence and best practices from across the anti-slavery movement.

- Support the monitoring and evaluation of Freedom Fund's hotspot programs, ensuring adherence to the Fund's [M&E framework](#). Provide accurate and timely reporting of impact to senior management, the Board of Trustees, external donors and on the Freedom Fund website.
- Provide training and support to frontline organisations that we fund, to help strengthen their technical skills, advance their knowledge of M&E principles and improve overall M&E data quality and timeliness.

Qualifications and experience

The Freedom Fund is seeking a candidate who is highly competent with data, passionate about social change and a great communicator. The successful candidate will have strong quantitative and qualitative analysis skills to support the Freedom Fund's M&E, a keen interest in supporting frontline anti-slavery efforts, and the ability to translate complex concepts into succinct, compelling messages. S/he will have experience of conducting research and managing data collection efforts, ideally in an international context.

Essential

- Previous experience working as part of an international team in the private, public or non-profit sector.
- Demonstrated interest in the issue of modern slavery or related topics, through work or volunteer experience.
- Strong quantitative and data analysis skills, advanced proficiency with Excel plus intermediate proficiency with R or Stata.
- Experience with qualitative research, particularly with vulnerable communities and government representatives.
- University degree (bachelors or higher level) in economics, statistics, demography, epidemiology, social science or other related fields.
- Outstanding written and verbal communications skills in English, including creative presentation of information and use of data visualisation.
- Strong interpersonal skills and cross-cultural awareness, ability to work effectively with academic experts, institutional and private donors, and frontline civil society organisations in remote locations.
- Able to travel internationally and willingness to work flexible hours to accommodate colleagues working in multiple timezones.

Desirable

- Experience conducting research or managing data collection in an international context.
- Experience working with vulnerable populations or in low-income communities.
- Understanding of the constraints within which grassroots civil society organisations operate and experience providing monitoring and evaluation support to these organisations.
- Language proficiency in Hindi would be viewed favourably.

Personal attributes

Essential

- Team player committed to the Freedom Fund's vision, mission, values and goals and passionate about human rights issues.
- An entrepreneurial mindset and a preference for working in a fast-paced environment that is receptive to new ideas.
- Approaches situations methodically and with a high degree of rigour, paying strong attention to details and producing high-quality outputs.

Compensation

- £38,000 to £45,000 per annum plus 10% non-contributory pension scheme.
- 25 days holiday pro rata, plus UK public holidays.
- Season ticket loan and childcare voucher schemes available.

Application procedure

Applications should be submitted in English and include a CV, cover letter (maximum one page) and contact details of three referees. Applicants must be eligible to work in the United Kingdom without work permit sponsorship from the Freedom Fund.

Please send applications by email in PDF format to jobs@freedomfund.org and use 'Monitoring & Evaluation Officer' in the email subject line. Deadline for application is 10am UK time Monday 21st January 2019. Applicants are encouraged to apply early as we will be reviewing submissions on a rolling basis and may choose to conclude the recruitment earlier than the stated deadline.

Please note that only candidates selected for further consideration will be contacted. No phone calls please. No agencies please.

The Freedom Fund is an Equal Opportunity Employer and encourages candidates of all backgrounds to apply for this position.