



Data and Social Impact Officer

Salary range: £23,000 to 28,000 p.a full time (Depending on Experience)

Working hours up to full time- 35 hours per week (negotiable)

Based in Liverpool City Region (flexible working available on request)

About this Role

We are looking for a Data and Social Impact Officer to support Kindred LCR CIC to grow the social impact of socially-trading organisations (STOs) within the social economy of Liverpool City Region (LCR).

STOs are businesses that deliver social benefits AND trade commercially, with social purpose at their heart.

Kindred is now looking for a Data and Social Impact Officer to support STOs to understand and evidence their impact and collect costed impact indicators from STO's on behalf of Kindred. The role will involve the collection, organisation, management, and analysis of quantitative data and work with other team members to collect and analyse qualitative data.

We are looking for someone who has a passion for data and how it can help us improve our support to STOs and in turn support them to grow their social impact.

Kindred is a start-up with a small team who, collectively, do everything and anything that is required. Although you will be a data specialist your attitude, enthusiasm for social impact, flexibility and willingness to work as part of a small supportive team are just as important as the technical skills you will contribute. We exist to make the region more inclusive and therefore a commitment to equity is essential. We can provide support and learning opportunities to the right candidate.

About Kindred

The idea for Kindred took shape in 2019 and was fast-tracked at the start of the Covid-19 pandemic to support LCR's STOs. As a result, we have engaged more than 800 STOs and social entrepreneurs and have currently committed £2 Million social investments into STOs across LCR. We aim to invest £1 million per year into LCR's social economy. Kindred was built on strong foundations of governance, led by a dynamic Board of Directors and an Independent Chair.

Kindred is community-led, and everything we do is co-created by the STOs we work for and with.

Kindred's values are:

- Social impact
- Collectivism
- Co-creation and collaboration

Our priorities are:

- To provide a combination of financial and non-financial support to STOs to enable their growth and greater social and economic impact in LCR.
- To actively engage local individuals and communities who have ideas to generate community wealth. Some of these may not yet have established an STO – and may not consider themselves to be entrepreneurs – particularly in deprived areas.
- To support meanwhile uses and the long-term transfer of assets to STOs, which can kick-start regeneration, contributing to placemaking as part of LCR's spatial strategy.

Data and Social Impact Officer Job Description & Person Specification

You will be the Data and Social Impact Officer supporting Kindreds team, Board and 800 strong Socially Trading Organisation membership.

Job Description

- To work with STOs to collect costed impact indicators to demonstrate their social return
- To support STOs to understand and evidence their impact in a range of ways
- To aggregate and analyse this data on behalf of Kindred and provide insight to continually improve Kindreds products and services
- Lead the collection of baseline & annual reviews data in order to build a picture of STOs over time – as both businesses and organisations with a social impact purpose
- Support staff and STOs to use a selected impact monitoring tool (such as TOMs or HACT) or appropriate webtool by all Kindred STOs in order to easily aggregate STO indicators and project potential of STOs
- Work with the Impact and Engagement Lead and all staff to collect qualitative data and derive insight from it and use both qualitative and quantitative data to deliver change.
- Maintain records of inputs, outputs, outcomes, and impact in order to report to funders and other stakeholders.
- Work with Academic partners to evaluate the impact of Kindreds financial and support services relative to other social and mainstream investors; and to track Kindred and STO impact on target places and communities of interest.
- Ensure Kindred complies with relevant legislation, regulations, and policies including data protection legislation.
- Develop and maintain the organisational information and data management systems and act as the main point of contact for social value in respect of tender's, bids, applications, and procurement.
- Contribute to monitoring and evaluations, impact reports, annual reviews and Kindreds learning.
- Equip Kindred with data and insight to make evidence-informed decisions
- Contribute to the ongoing development of our data capture, monitoring, and evaluation systems

This job description is issued as a guideline to assist you in your duties, it is not exhaustive, and we would be pleased to discuss any constructive comments you may have. Because of the evolving nature and changing demands of our work this job description may be subject to change. You may be required to undertake additional or other duties within the context of this job description and as part of a start-up team.

Personal Specification

Kindred aims for its Board and staff to have lived experience of the community of interest it serves, and is keen to reflect its values of equity, diversity, and inclusion. We welcome applications from people from all sections of the community, different backgrounds and a variety of sectors, and are particularly interested in lived experience of financial exclusion and addressing this.

Essential Skills & Experience

- Experience of organisational information, data collection and management
- Experience in monitoring and evaluation
- Experience of reporting on impact, socio-economic and/or environmental and/or equality or similar indicators.
- An understanding of the requirements of GDPR and Data Protection Act 2018 and ability to ensure compliance.
- Ability to work with Excel and databases
- Grant and/or investment administration and reporting including risk.
- Ability to take a risk-based approach to organising own workload as priorities and deadlines change.

Desirable Skills & Experience

- Working in social enterprise or start-up environment.
- Social impact and/or social value reporting
- Evaluation, research, or policy development to inform practice
- Experience of CRM or similar database
- Confident in being hands on and creative to resolve technical issues with databases.

Terms and Conditions of Appointment

The role is available up to full time (35hrs a week), though this is negotiable. For the candidate with the best fit for Kindred, we can be flexible and open to your ways of working. We are looking for someone who is committed to and has a presence in Liverpool City Region (LCR).

We are committed to supporting you in this role to develop and play to your strengths, inviting you to openly share your development needs for the role.

Remuneration

The role is up to full time and the full-time equivalent salary is £23,000 - £28,000 p.a

Recruitment Information

Recruitment Timetable

- Deadline for applications: 18th April 2024

- Interviews: Week commencing 22nd April 2024
- Decision and appointment by no later than 1st May 2024

How to Apply

Please provide a written statement or covering letter of up to two pages and an up-to-date CV of up to two to three pages and send by email to Info@kindred-lcr.co.uk by 18th April 2024. If you have any queries, please contact Info@kindred-lcr.co.uk