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global witness



Candidate Pack 2023

Head of Learning, Evaluation and Impact role

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Welcome



Dear applicant,

I'm really excited to see that you're interested in working with Global Witness as our Head of Learning, Evaluation and Impact.

At Global Witness we exist to change the system.

We believe that the climate crisis is one-sided and the side that holds all the cards is big business and the side that bears the brunt of their work: ordinary people often thousands of miles away.

It's some of the world's largest timber exporters secretly supporting Peru's illegal loggers while in 2021 alone 200 people were killed standing up for their communities protecting their land.

It's Western businesses condemning Russia's invasion of Ukraine, but still trading and investing in Russian oil.

While Ukrainian people suffer and the cost-of-living crisis continues.

It's big business saying one thing while doing another. We want to make them stop.

At Global Witness we are all determined and confident that we can secure a better tomorrow for everyone. As Chief Executive, this is one of the things I'm proudest of. I believe this is a genuinely special place to work.

So if you are interested in joining us as we continue to investigate and expose abuses of power, tell the stories the world needs to hear, and alongside grassroots partners, campaign for systematic change, we would welcome hearing from you.

Mike Davis
Chief Executive Officer

ABOUT US

Overview



About the role

We're recruiting for a Head of Learning, Evaluation and Impact to develop and guide us in enhancing and further embedding our approach to learning, evaluation and impact at Global Witness.

We don't just want someone to join the organisation and update our policies and processes, this new role has the remit and support to transform Global Witness' monitoring, evaluation, and learning agenda and to contribute to our aim to build a learning culture.

The successful candidate will initially focus on two priority areas: 1) Working with our Natural Resource Governance team to ensure they can monitor, evaluate, and report on the impact of their work to our donors, supporters and others. 2) To design a learning and reflection process for larger moments and events, for example, the New York Climate Week and COP27.

About you

You'll have significant experience in monitoring, evaluation and learning roles. You'll have expertise in designing sustainable MEL processes for organisations that use advocacy, investigations, and partnership to achieve change and disrupt systems.

You'll have a diverse toolkit including change management and communication skills to draw on as you go about developing the organisation's capacity and confidence in monitoring, learning and evaluation.



You'll get the chance to work with a broad range of people internally and externally and you'll bring your excellent relationship building skills and a collaborative and inclusive approach to this work.

ABOUT US

Working for us

Global Witness has a talented team of people worldwide with offices in London, Washington DC, and Brussels. We aim to be a diverse and inclusive place to work. We value new perspectives, original ideas, and different ways of working. We believe that diverse views and experiences improve the way we do our work. We do our best to make our jobs accessible to all regardless of gender, ethnicity, age, disability, sexual orientation, or identity.

We offer an excellent benefits package including a competitive salary and 25 days annual leave (excl. Bank Holidays). We also offer healthcare insurance, wellbeing days and policies to support you during key life events.

This role is based in London and therefore to be considered you must be able to provide proof of eligibility to work in the UK. We operate a hybrid working model which requires at least 2 days in the office.

ABOUT US

Our Values



Courage

We want to contribute to solving the biggest problems in the world today, but we know this will take courage.



Inclusion and belonging

We recognise that inclusion and belonging is something we need to collectively embrace. We know we have some way to go before Global Witness is truly inclusive and diverse in the way it works and as a place of work.



Collaboration

We need to be more honest and reflect about what we can achieve alone and do more to build fair and equal partnerships internally and externally.



Kindness

We are all collectively committed to creating a world that is kinder and more equal.

How we work

Global Witness has 75 employees based across three offices in London, Brussels and Washington D.C., as well as in Beijing.

WHAT WE OFFER

Salary

The salary for this role is £60,018 per annum on a full-time permanent basis.

Location

Our London office is based in Bethnal Green and from 1 October 2023, our hybrid working policy requires all employees to be in the office for a minimum of 2 days a week.

Our office is fully accessible with lift and accessible toilets on each floor.

Pension

We contribute up to 7%.

Annual leave

25 days annual leave (excluding public holidays).

Working hours

We pride ourselves on facilitating flexible working where possible. This includes options to work from home, work part time or job share.

Additional benefits

- Free health insurance from day one.
- Interest free loans on season tickets.
- A tax-free cycle to work scheme.
- Family friendly policies including 26 weeks paid maternity leave and 4 paid days per year for caring responsibilities.
- An extra two days leave per year to volunteer for a cause that is important to you.
- A wellbeing day each quarter.
- Pregnancy loss policy
- Period policy

OUR COMMITMENT

Diversity, Equity and Inclusion

We have a Diversity, Equity and Inclusion (DEI) group made up of volunteers from across the organisation who are working together to dismantle unhelpful practices, behaviours and processes which are hindering our ability to become a diverse and inclusive place to work.

Some examples of what we are doing include:

- In your first year with the organisation, you attend a workshop with our long term partner Fearless Futures
- Regular all staff sessions on a variety of topics
- While not required to do so we publish our gender pay gap every year and we operate full pay transparency
- Working towards becoming a Bloody Good Employer with Bloody Good Period
- 12 month programme for Leaders with young families offered by Leaders Plus

HEAD OF LEARNING EVALUATION AND IMPACT

Job Description

Reports to: Director of People and Impact

Salary: £60,018

Location: London with a minimum of 2 days in the office

About the role

You will drive Global Witness' monitoring, evaluation, and learning (MEL) agenda, working in partnership and across the organisation to build a learning culture.

You will lead the design and development of our approach to MEL, building and embedding ways of working, systems and processes that develop our confidence and capability and enable us to demonstrate our impact internally and externally.

Responsibilities

Approaches to MEL

- Work with Campaign Leads and their teams to develop robust approaches to MEL at all levels and stages of campaign design and management
- Conduct evaluations and design evaluation methodologies
- Develop data collection tools and embed data collections processes to support better practice in monitoring and reporting
- Collect and analyse quantitative and qualitative data and produce evaluation reports making actionable recommendations for improvement and learning
- Support and contribute to the development and revision of theories of change and result frameworks in collaboration with Campaigns and other key teams
- Collaborate with Campaigns, External Engagement, Strategic Communications and other stakeholders to ensure we are communicating our impact effectively to key audiences Support Campaign teams to produce high quality reports which describe their impact
- Provide regular updates to teams, the Leadership team, and other key stakeholders

Creating the right environment

- Set and coordinate a MEL community practice or similar forum
- Support and coach colleagues and partners to build their MEL capacity, capability and confidence
- Implement accessible and inclusive systems and processes to ensure feedback from our partners is collated and contributes to our learning
- Develop and maintain a shared digital space where people can access MEL resources, share learning and insights
- Support the development of funding applications in line with our strategy
- Offer support to Campaigns and the External Engagement team to ensure funder deliverables are met
- Provide help and expertise to others to develop clear log frames, activity plans, indicators, and targets for funding applications
- You will support the management of external evaluation partners from procurement to completion of the final product, for example, a report
- You will implement accessible and inclusive systems and processes to ensure feedback from our partners is collated and contributes to our learning

Ways of working

- Create spaces where people can reflect, learn, and share insights safely
- Regularly ask and act on feedback to learn and develop
- Pursue opportunities to innovate, test and develop new approaches to MEL
- Develop positive relationships and ways of working with team leaders and the Leadership team
- Take a proactive approach to developing your professional knowledge, skills, and experience
- Keep up to date with external trends, developments, and best practice in MEL across the sector and more broadly
- Proactively develop your understanding of our work and strategy
- Represent the team in internal and external meetings, working groups and project teams
- Work proactively to support the organisation in meeting its strategy and priorities
- Work collaboratively and positively across the team and whole organisation contributing to cross organisation projects and initiatives
- Demonstrate a strong commitment to creating a diverse and inclusive workplace
- Always work within Global Witness policies and procedures, including confidentiality, source protection and security, legal and contractual requirements, and general office procedures

Other

- Carry out any other duties equal to the skills and responsibilities required for this role as directed by the Director of People and Impact
- This role is based in London and occasional travel overseas may be required

Your areas of knowledge and expertise (that matter most for this role)

- Significant experience in roles focused on monitoring, evaluation and learning, experience in the climate space would be welcomed
- You can build and manage productive and collaborative working relationships with a broad range of people internally and externally
- Experience in designing and embedding MEL processes focused on achieving change through campaigning, advocacy, investigations, and partnerships with others
- Show a strong commitment to your own personal growth and development
- You are self-aware, you understand your strengths and development areas and your impact on others
- You have technical skills and experience in developing theories of change, designing evaluation methodologies and quantitative and qualitative data analysis
- Excellent numeracy skills and confident with data collection, analysis and data management
- Display Global Witness' values and actively take part in Global Witness' diversity and inclusion journey
- Displays an understanding of the internal and external environment that Global Witness operates in
- Understands how change happens in organisations
- You have the ability to coach others
- You have excellent project management skills
- You have great written and verbal communication skills you can adapt your working style to influence, negotiate and find resolutions
- You can challenge constructively and confidently in the face of opposition
- You have excellent IT skills (Microsoft Office, Microsoft Teams, MEL tools)

Global Witness

Head of Learning, Evaluation and Impact role

How to apply

Valued Recruitment is working exclusively with Global Witness to recruit for their growing team.

We are an ethical recruitment company, intent on hiring inclusively and transparently.

The closing date for this role is **Sunday 29th October**. Please note that interviews will take place **w/c 6th November 2023**.

To apply, we welcome a CV and a 1-2 page covering letter detailing your interest in the role. Please send this to [**anna@youarevalued.co.uk**](mailto:anna@youarevalued.co.uk)

Accessibility is incredibly important to us here at Valued Recruitment and at Global Witness. If you would like any accessibility amendments or support throughout the application and interview stage, please don't hesitate to let us know. No question or request is too big or too small. We want this process to be comfortable and enjoyable and a chance for you to bring your best self to the process.



