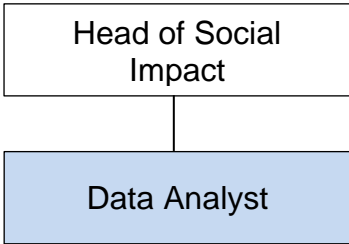


STEM Learning Limited

1. Role Particulars	
Role Title: Data Analyst	Reports to: Head of Social Impact
2. Organogram	
 <pre> graph TD A[Head of Social Impact] --- B[Data Analyst] </pre>	
3. Purpose of role	
<p>As a Data Analyst at STEM Learning, your role is pivotal in ensuring the organisation can use analytics and data science methodologies on large scale quantitative data to improve understanding of our offer, increase knowledge of our audience and help measure the impact of our work.</p> <p>Working collaboratively and effectively with the wider Impact and Evidence Team and the Data Team at STEM Learning, you will apply advanced data modelling, predictive modelling and analytical techniques to generate actionable insights for the organisation.</p> <p>This role is fundamental in ensuring STEM Learning can make evidence-informed business decisions and position the organisation as a trusted, knowledgeable and influential voice in the education sector.</p> <p>This position will empower you to unlock valuable insights, inform decision-making, and contribute to the strategic direction of STEM Learning's mission.</p>	
4. Key Results / Accountabilities expected from role	
<p>Establish and embed data analytics into business practice:</p> <ul style="list-style-type: none"> • Provide high quality BAU data reporting to stakeholder teams across the business, identifying new and emerging analytics needs and developing sustainable reporting solutions • Champion analytics and data science by positioning them as central to the organisation. • Utilise expertise and best practice to drive a portfolio of quantitative analytics projects to enable: <ul style="list-style-type: none"> ○ More robust impact measurement. ○ Deeper sector and audience understanding. ○ Improved thought leadership. ○ Delivery of research and evidence. • Stay current with external evidence and integrate it into our data analytics portfolio. • Take ownership of our data analytics portfolio and proactively suggest new initiatives. <p>Communicate and collaborate with internal and external stakeholders:</p> <ul style="list-style-type: none"> • Serve as the point of contact for analytics expertise and proactively integrate data analytics into our delivery. • Communicate and disseminate data analytics findings, ensuring findings are accessible and kept up-to-date. • Present findings in a comprehensible, actionable manner for a non-specialist audience. <p>Support STEM Learning's position as a sector-leading organisation:</p> <ul style="list-style-type: none"> • Initiate and lead sector-leading analytics efforts. • Contribute to thought leadership initiatives. • Identify opportunities for collaboration or partnerships with other sector leading organisations <p>Other responsibilities:</p> <ul style="list-style-type: none"> • ensure compliance with data protection, contract and other STEM Learning policies. • act as a primary advocate for analytics across the organisation and wider network to ensure we are evidence-informed. • develop and deliver training to internal and external stakeholders. • keep professionally updated by undertaking CPD. • undertake other duties that may reasonably be requested. 	

5. Key challenges faced in the role

Balancing priorities and resources to achieve optimum results, ensuring effective and appropriate analytics activities delivering useable outputs and achieving value for money.

Collaborating with and influencing stakeholders: including senior management, cross-organisation teams, funders, supporters and a wide range of external partners.

Embedding analytics across STEM Learning through productive working relationships with other departments, working groups and partner organisations.

6. Any other information (particular reference to planning (nature and impact), scope of impact).

Evidence sits at the heart of what STEM Learning do, allowing us to change the lives of young people and ensure they all receive a world-class STEM education.

This role is fundamental in maintaining and developing our approach data analytics; helping us unlock valuable insights, inform decision-making, and contribute to the strategic direction of STEM Learning's mission.

The Data Analyst will plan and deliver a range of analytics activity to support all areas of the organisation. They will have expert knowledge of complex data analytics methodologies and be able to apply them appropriately and effectively to help us understand our organisation, stakeholders and sector.

This role will require the post holder to become an ONS Accredited Researcher in order to access the Secure Research Service, advice and support will be provided to complete this process.

7. Relevant experience and expertise (typical educational qualification and experience)

Education/experience: Demonstrable experience working with large datasets, conducting advanced predictive analyses; relevant professional or academic qualification, or a track record of experience in a similar or related role.

Experience of working with Power BI is essential

Knowledge and understanding: Expertise in quantitative data analyses and predictive modelling and an ability to translate highly complex findings into 'plain English' is essential.

Communication skills:

- Very good written and oral communication skills with excellent attention to detail and experience of communicating to different (often non-specialist) stakeholders.
- Good interpersonal skills, flexing communication style and delivery to the needs of the audience. Ability to influence effectively at all levels.

Planning and problem-solving: Experience of planning and progressing work activities independently using initiative and judgement. Strong self-motivation and achievement focus, with proven analytical and problem-solving capabilities. Finds a way forward in challenging circumstances.

Stakeholder management: Ability to form effective working relationships with a wide range of internal and external stakeholders. Experience of positively managing multiple stakeholder relationships. Highly skilled in advancing a reasoned, evidence-led case for a course of action, and in negotiation.

Personal qualities: This role would best suit someone who is

- Positive, conscientious, inquisitive and loves to get things done.
- Well-developed skills in assimilating complex information, making good decisions quickly and working well under deadline pressure.
- Interested in developing their understanding of education and STEM Learning data sets
- Able to maintain an enthusiastic manner and offer solutions to problems.

8. Economic dimensions associated with the role (if any)

Limited delegated responsibility from Head of Social Impact for small/medium amounts of expenditure within agreed project and programme budget lines.

9. Location

York-based with occasional UK travel, including overnight stays.