

Evaluation Manager

The Education Endowment Foundation is an independent charity dedicated to breaking the link between family income and education achievement. We do this by supporting schools, nurseries and colleges to improve teaching and learning for two- to 19-year-olds through better use of evidence.

[Find out more at the EEF website.](#)

The role

Its importance to the EEF

High quality research and evaluation is at the heart of the EEF's work. The EEF looks for projects with evidence that they have potential to raise attainment. We then commission an evaluation, largely using randomised controlled trials, to build on and extend the existing evidence. The EEF's approach to evaluation is described in more detail here: [Process and people | EEF \(educationendowmentfoundation.org.uk\)](#)

Evaluation Managers will be primarily be working on evaluations related to our Accelerator Fund work, which is funded by the Department for Education to improve school access to evidence-informed programmes that have the potential to raise pupil attainment in maths and literacy.

Your main responsibilities

- working closely with grantees, other members of the EEF and the EEF's panel of evaluators to understand the practical issues involved in delivering evaluations and finding solutions to issues that arise
- critically reviewing evaluation proposals to ensure proposed designs are high quality and cost-effective and that the most suitable evaluators are matched with projects
- liaising between external project and evaluation teams to ensure the project evaluation designs are as high quality as possible and set-up effectively
- managing evaluation contracts and budgets, monitoring delivery of evaluation plans and providing support when problems arise
- conducting technical reviews of trial protocols, statistical analysis plans and trial reports
- working closely with EEF's Programmes and Dissemination and Impact teams to ensure that published reports are of high quality and effectively

communicate findings to an audience of practitioners, academics, policymakers and the general public

- developing and improving resources to clarify best practice and build the capacity of evaluators to conduct high quality research.

Other Responsibilities:

- contributing to the operational and strategic development of the EEF
- undertaking other duties which may from time to time be requested by the Head of Evaluation / Director of Research / Chief Executive.

Your team

You will be part of the EEF's Evaluation Team, an expert team responsible for commissioning high-quality, cost-effective evaluations of EEF-funded projects, and for monitoring and supporting the contracted research groups to ensure that they are delivered to a high standard.

What we're looking for

To apply for this position, you must be able to demonstrate:

- A commitment to the aims of the EEF and a genuine interest in the education sector
- Understanding of technical aspects of evaluation methodologies (randomised controlled trials, non-experimental designs, choice of outcome measurement, implementation and process evaluations, etc.) and an ability to identify high quality evaluation plans and reports
- An ability to manage relationships and communicate with practitioners, academics and policy-makers
- An ability to work flexibly and proactively in a small, ambitious organisation
- A degree in an education, economics, policy, statistics, data science, sciences or health-related subject
- Experience in delivering or commissioning quantitative evaluation projects in education, health, or another related field
- Experience of working in a busy environment and managing multiple demands
- Organised and methodical approach, with excellent project management skills and ability to manage multiple projects simultaneously
- Able to work independently with strong attention to detail and commitment to fact checking own work
- An ability to work closely across various teams i.e. Programmes
- Initiative and curiosity to quickly understand the EEFs' activities and independently solve problems
- Outstanding communication skills, both written and verbal, with a track record of communicating complex information to a variety of audiences
- A strong track record of delivery and achievement
- An ability to work independently as well as part of a team, offering a hands-on approach.
- A proactive, flexible and pragmatic approach to evaluation, with an ability to balance a commitment to rigour with accessibility and impact
- IT literate (proficient with Excel, PowerPoint & Word)
- Knowledge, understanding and personal commitment to Equality and Diversity across all areas of work.

In addition, there are a few desirable skills for this role which could help you to stand out. Great if you already have them, but we don't expect any candidate to have them all, and will provide training as required for the right candidate:

- Experience of leading a range of research and evaluation projects and conducting relevant statistical analysis
- Experience working in education, health, or another related field
- A PhD or Masters with training in quantitative methods

The main responsibilities of this role are as described here. As our needs as a charity change, we may need to make reasonable changes from time to time, in consultation with you.

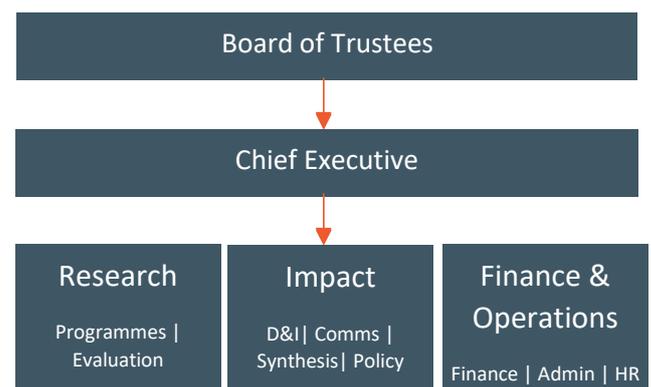
How the role fits into your team and the EEF

Team: Evaluation

Line manager: Senior Evaluation Manager



EEF organisational structure



Working at the EEF

Location: London (hybrid)

Contract: Fixed Term, until min August 2024, max August 2025

Salary: c.£40,000 - £50,000 (D.O.E)

Key benefits available to all EEF staff:

- flexible start and end working times (core hours between 10am and 4pm)
- flexible working opportunities
- 27 days' holiday a year and 2 Festive Season closure days (plus 8 bank holidays)
- pension matched with 5% employer contributions
- life insurance cover
- interest-free season ticket loan and cycle scheme
- enhanced maternity, paternity, adoption and shared parental leave pay (conditions apply)

- confidential Employee Assistance Programme to help you deal with any personal and professional problems

Diversity and inclusion:

The EEF is committed to creating a diverse environment and ensuring that all qualified applicants receive equal consideration for employment. We are committed to fair and inclusive recruitment practices and are open to job shares, secondments, part-time, and flexible working schedules.

Things to know:

- All EEF staff are subject to a check by the Disclosure and Barring Service (DBS). The level of check which will apply shall be an "Enhanced" level check.

How to apply

If you're interested in this position, please send your CV and a supporting statement to tim@whitonmaynard.com, your supporting statement should address the following points:

Why you want to work in the Evaluation Team at the Education Endowment Foundation.

Your experience of undertaking and/or supporting evaluations – particularly any experience with randomised controlled trials, pilots and process evaluations.

Key Dates

Applications Open: 21st November 2022

Applications Close: 13th December 2022 at 23:59

Pre-Interview Task: w/c 19th December 2022

First Round Interviews: w/c 2nd January 2023

Second Round Interviews: w/c 9th January 2023

We reserve the right to change the closing date depending on the number of responses received. Please submit your application as soon as possible to ensure it is considered in the selection process.

If you have a disability and can demonstrate that closing this post early would impact on your ability to submit an application in time, please contact our Human Resources team to request arrangements for an application to be submitted within the original time frame.

Equal opportunities

The EEF is committed to create a workforce that is diverse, promotes inclusion and supports everyone to progress and achieve, regardless of background characteristics.

Contact us

Thank you for your interest in working at the Education Endowment Foundation (EEF). If you have any queries, please contact us at recruitment@eefoundation.org.uk