

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, using randomised controlled trials or quasi-experimental designs, to build on and extend the existing evidence. The EEF's approach to evaluation is described in more detail here: [Process and people | EEF \(educationendowmentfoundation.org.uk\)](#)

A large commission from the Department for Education (DfE) through the Accelerator Fund means that we need additional capacity within our Research Directorate to support project evaluation. The successful candidate will work across projects funded by the Accelerator Fund and other work.

Your main responsibilities

- commissioning evaluations in our priority areas, including critically reviewing evaluation proposals to ensure proposed designs are high quality and cost-effective and that the most suitable external evaluators are appointed.
- managing evaluation projects once an external evaluator is appointed and being the primary point of contact for the evaluator.
- liaising between the evaluator and the delivery team (that is delivering the intervention) to ensure the evaluation project is set up effectively with a high-quality design (working closely with colleagues in EEF's Programmes team).
- working closely with the evaluator and delivery team to understand the practical issues involved in delivering evaluations and providing support when problems arise.
- managing evaluation contracts and budgets, and monitoring delivery of evaluation plans.

- conducting technical reviews of protocols, study plans, statistical analysis plans and evaluation 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 [evaluation guidance and 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.
- An understanding of technical aspects of evaluation methodologies (randomised controlled trials, quasi-experimental designs, choice of outcome measurement, implementation and process evaluations, etc.) and an ability to identify high quality evaluation plans and reports.
- Experience in delivering or commissioning quantitative evaluation projects in education, health, or another related field
- Strong relationship management skills.
- Strong communication skills, both written and verbal, and the ability to communicate complex information to a variety of audiences including practitioners, academics, and policymakers.
- An organised and methodical approach, with excellent project management skills and the ability to manage multiple projects simultaneously.
- The ability to work independently with strong attention to detail and a commitment to fact checking own work, as well as the ability to work closely and collaboratively across teams.
- A proactive, flexible, and pragmatic approach to evaluation, with an ability to balance a commitment to rigour with accessibility and impact.
- A degree in an education, economics, policy, statistics, data science, sciences, or health-related subject.
- A commitment to equality, diversity, and inclusion.

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, particularly using quasi-experimental methods.
- 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.

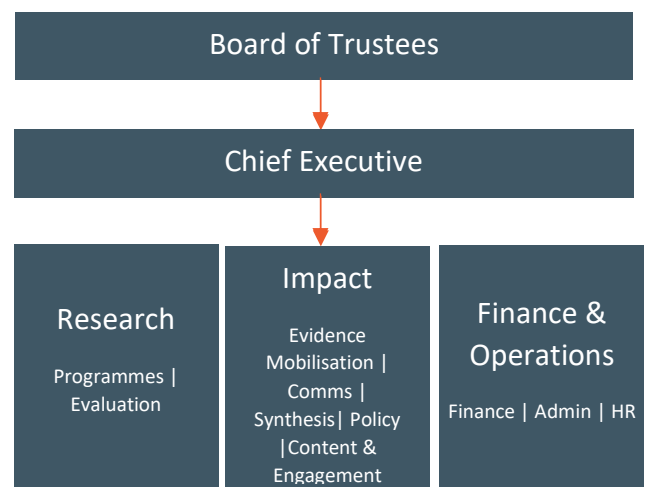
How the role fits into your team and the EEF

Team: Evaluation

Line manager: Senior Evaluation Manager



EEF organisational structure



Working at the EEF

Location: Central London (Hybrid Working Model)

Contract: Fixed Term, until 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 6% 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 access to the Employee Assistance Programme to help you deal with any personal and professional problems

How to apply

If you're interested in this position, please send your CV and answers to the following questions to tim@whitonmaynard.com:

Why you want to work in the Evaluation Team at the Education Endowment Foundation (250 words).

Your experience of undertaking and/or supporting evaluations – particularly any experience with randomised controlled trials, quasi-experimental designs and process evaluations (300 words).

Imagine an efficacy trial of an intervention that the EEF funded had a positive result. The EEF plans to fund a second evaluation of the intervention. What factors would you consider when designing this second evaluation? (300 words)

Key Dates

Applications Open: 11th August 2023

Applications Close: 3rd September 2023 at 23:59

First Round Interviews: w/c 18th September 2023

Second Round Interviews: w/c 25th September 2023



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 "Basic" check by the Disclosure and Barring Service (DBS).

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 that it is considered in the selection.

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

Equal opportunities monitoring:

The EEF is committed to create a workforce that is diverse, promotes inclusion and supports everyone to progress and achieve, regardless of background characteristics. To assist us in understanding how we are progressing to meet these aims and to identify areas for further focus, we are seeking your support to collect information to produce and monitor equal opportunities aggregate statistics. As part of the application, you'll be invited to complete an Equal Opportunities section. Completing this section is not mandatory and will not affect or be linked to your application.

Contact us

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